**Annex H: Project Management Criteria**

The Supplier shall appoint a Project Manager who shall be responsible for the management and execution of the work to be performed and who shall ensure the Project remains within schedule, within budget and achieves its objectives. The plans must be maintained throughout the lifecycle of the project.

The programme organisation shall be such as to ensure adequate:

* Programme and Project Management.
* Engineering.
* Project Assurance.
* Timely delivery; and
* Reporting & documentation.
* Project Governance and Oversight:
* Include details on project governance structures, roles, and responsibilities to ensure effective oversight and decision-making throughout the project lifecycle.
* Specify mechanisms for monitoring project progress, costs, and performance against established targets and milestones.
* Outline quality assurance processes and mechanisms to ensure that cost estimates and other project deliverables meet established standards of accuracy, reliability, and completeness.

The authority may be investigating alternative methods to oversee, the supplier agrees to work with authority to identify and agree methods of assurance.

1. **Project Management Plan**

The Project Management Plan describes the system and procedures employed by the Supplier to manage, plan and control the project. It shall summarise all work to be performed under the Contract.

**Outputs:**

The general outline and organisation of the plan shall include:

* Programme management approach including organisation, resource, responsibilities, and identification of key personnel.
* Describe how your organisation has the skills, capabilities, and experience to deliver the intended benefits, and how much of their time will be spent on the project.
* Risk Management.
* Subcontractor Management.
* Project schedules, schedule evaluation and control
* Contract Work Breakdown Structure
* The Quality Plan describes how a reliable the tasks shall be achieved.

1. **Risk Management Plan**

The risk management plan described the approach taken by the Supplier to identify, mitigate and monitor risk throughout the contract.

**Outputs:**

* It shall include the provision of a risk register which identifies as a minimum:
* Risk owner.
* Risk description.
* Reasons for risk criticality
* Likelihood of occurrence
* Severity of consequence
* Description of their consequences (quantified in technical, schedule, cost or other terms as applicable)
* Risk reduction measures to be implemented (if required)
* Timescale/frequency of review

1. **Quality Management Plan**

The Quality Plan describes how a reliable the tasks shall be achieved.

**Outputs:**

* It shall include, but not be limited to:
* Definition of the organisation (including responsibilities and authorities), the activities, processes, and procedures to be implemented by the Supplier throughout the entire mission lifecycle.
* Approach to documentation and data control, including security of storage, access, and transfer.
* Product assurance of materials and processes
* A description of the of the configuration management, that traces the modifications or evolutions.
* A description of the quality monitoring