

Document 13: Milestones List

PROJECT No:	1	Team Name	Kaizen
Date	4/25/2022	Project Manager	Anshul Jaiswal

MILESTONE ID	MILESTONE TITLE	MILESTONE DESCRIPTION	MILESTONE TYPE	DATE IF APPLICABLE
1	Topic Finalization	Topic of the project that is Food Bank was decided after a discussion with project members	Mandatory	20th Jan
2	Assigning roles	Team Members decided the Project Managers	Mandatory	
3	Developing scope statement	Team Members decided the scope of the project	Mandatory	16th March
4	Finalization of WBS	Team Member made the final changes on the WBS after review and suggestions from Prof. Herszon	Mandatory	15th March
5	Review and finalize documents	Team member implemented the changes suggested by Prof. Herszon	Optional	
6	Get an approval and seek funding from panel	Show All documents made by the team and present to the panel with the help of a PowerPoint presentation to seek funding for the initially decided Non Profit organization	Mandatory	27th April