

NOTES ON CHARTERS

- The Charter may be completed before, with, or after the Project Assessment Form.
- Always include what's not in scope, for clarity.
- Formal work on the project should not begin until the final Charter is approved.
- Stakeholders who approve the Charter vary depending on the project, but as a minimum typically include the:
 - project sponsor
 - project business owner (if different from the sponsor)
 - project manager (who typically authors the charter)
 - key beneficiary(ies)
 - key affected parties.

< end of slides for OPIM5270 Session 3 >