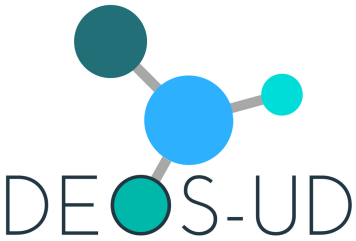

Project DEOS-UD

Disruptive Earth Observation Sensing for Urban Developement

Deliverable 2
Scope, Time and Cost Management

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2.1 Quality Assurance Approach

TEXTO

2.2 Quality Control Approach

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2.3 Quality Improvement Approach

Quality improvement (QI) is a formal analysis of practice performance and efforts done in order to improve the performance of the project with the main objective of increasing its efficiency. The information shown here about QI models and tools has been extracted from [**?**] and [**?**]. A proper QI process requires of some basics to success. These basics are the following ones:

- Establish a culture of quality in the project: Creation of QI teams, QI meetings and QI goals.
- Determine and prioritize potential areas of improvement: Define, according to the acceptance criteria of the project, the main areas of improvement.
- Collect and analyse data: Determine the type of data to be collect and analyse it properly according to the project objectives.
- Communication of results: Quality improvements should be transparent to the stakeholders in order to keep them satisfy.

In this project the six-sigma working philosophy will be implemented in order to improve quality. The objective of this philosophy is to adjust the existing processes in order to improve the quality and minimizing variability by reducing defects and irregularities. The model related with six-sigma philosophy that will be used is DMAIC. This model includes the following steps:

- Define: Set the objective of the problem or the existent defect. In this project this definition will be done according to the acceptance criteria. The improvement of the quality plan is one of the objectives that will need to be taken into account.
- Measurement: Measures are needed in order to have values for the problem or defect. In this project the measurements according to the effectiveness of the quality plan are:
  - Number of iterations of a document to be approved.
  - Stakeholders satisfaction
  - Time needed to approve a document.
  - Number of defects detected by the quality department
- Analyse: Figure out the causes of the problem or defect and propose solutions.
- Improve: Implement the solution approved.
- Control: Control the implementation of the improvement, assure continuity and success.

2.4 Quality Roles and Responsibilities

TABLA

3 | Risk management plan

3.1 Definitions of Probability

Probability	Description	Probability Score
Very High		
High		
Medium		
Low		
Very Low		

Table 3.1.1: Definitions of probability

3.2 Definitions of impacts by objective

Scope/Quality Impact	Description	Scope Impact Score
Very High		
High		
Medium		
Low		
Very Low		

Table 3.2.1: Scope/Quality imacts

Schedule Impact	Description	Schedule Impact Score
Very High		
High		
Medium		
Low		
Very Low		

Table 3.2.2: Schedule imapcts

Cost Impact	Description	Cost Impact Score
Very High		
High		
Medium		
Low		
Very Low		

Table 3.2.3: Cost impacts

3.3 Probability and impact matrix

MATRIZ

3.4 Risk rating

TEXTO

3.5 Risk identification and assessment

TABLA

3.6 Risk data sheet

<table>
<tr><td colspan="2">Risk-ID:
1.1.</td><td colspan="5">Risk Description:
Detailed description of the risk</td></tr>
<tr><td colspan="2">Status:
Open or Closed</td><td colspan="5">Risk Cause:
Description of the circumstances or drivers that are the source of the risk</td></tr>
<tr><td rowspan="2">Probability</td><td colspan="3">Impact</td><td rowspan="2">Score</td><td colspan="2" rowspan="2">Responses</td></tr>
<tr><td>Scope/Quality</td><td>Schedule</td><td>Cost</td></tr>
<tr><td>Qualitative or quantitative</td><td>Qualitative or quantitative assessment of the impact on each objective</td><td></td><td></td><td>Probab. x Impact</td><td colspan="2">Response strategies for the event. Use multiple strategies where appropriate</td></tr>
<tr><td rowspan="2">Revised Probability</td><td colspan="3">Revised Impact</td><td rowspan="2">Revised Score</td><td rowspan="2">Owner</td><td rowspan="2">Actions</td></tr>
<tr><td>Scope/Quality</td><td>Schedule</td><td>Cost</td></tr>
<tr><td>Qualitative or quantitative</td><td></td><td></td><td></td><td></td><td>Person who will manage the risk</td><td>Actions needed to implement responses</td></tr>
<tr><td colspan="7">Type of Effort:
Fixed amount of work.</td></tr>
<tr><td colspan="7">Location of Performance:
Facilities of: HIRO</td></tr>
</table>

Table 3.6.1: Risk 1.1 data sheet

4 Plan communication management

TEXTO

4.1 Participants roles and responsabilities

TEXTO

4.2 Communication process

[PONER UNA INTRODUCCION]

Informal

Informal communications consist of e-mail, conversations, or phone calls and serve to supplement and enhance formal communications. Due to the varied types and ad-hoc nature of informal communications, they are not discussed in this plan.

Formal

The DEOS-UD Project will engage in various types of formal communication. The general types and their purpose are described below as "Status Meetings" and "Status Reports".

Status Meetings

There are five basic types of status meetings for the DEOS-UD Project:

Status meetings internal to the DEOS-UD business team to discuss assignments, activities, and to share information; Status meetings and reports between the DEOS-UD business team,

and the technical project team; Advisory Committee meetings with the project stakeholders, and project manager to review progress, risks, and issues; Status meetings and reports between the DEOS-UD project manager and the steering committee; and Status meetings and reports to stakeholders, such as oversight agencies.

Status Reports

A variety of status reports will be produced during the project. The status reports will be produced on regular intervals to provide stakeholders project information on the status and progress of the DEOS-UD project. At a minimum the reports will contain:

- Project status on major activities
- Project schedule
- Budget and cost tracking
- Status of issues and risks
- Health status
- Status of action items, if applicable.
- Future or planned activities

The intent of the status reports is to inform stakeholders of the project's progress and keep them actively involved in the project. The information provided will contain enough detail to allow stakeholders to make informed decisions and maintain oversight of the project.

External Communication

If applicable, indicate the types of external communications that may be necessary in this project.

4.3 Communication management plan matrix

MATRIX