**Project Charter Document**

**Project Title:** Integrated Humanitarian Operations Management System (IHOMS)  
**Project Sponsor:** [Sponsor Name / Organization]  
**Project Manager:** [Project Manager Name]  
**Date:** [Date]

**1.1 Project Purpose and Justification**

The IHOMS project aims to design, develop, and implement a comprehensive system that integrates all critical humanitarian operations, including resource allocation, beneficiary management, logistics, reporting, and stakeholder coordination. This will enhance operational efficiency, transparency, and responsiveness in humanitarian missions.

**1.2 Project Objectives**

* Develop a centralized platform for managing humanitarian operations.
* Improve data accuracy and real-time reporting capabilities.
* Enable effective resource planning and allocation.
* Facilitate coordination among all stakeholders.
* Ensure compliance with international humanitarian standards.

**1.3 Project Scope**

**In scope:**

* System design, development, and deployment.
* Integration with existing humanitarian databases and tools.
* User training and support.
* Data migration from legacy systems.

**Out of scope:**

* Hardware procurement beyond basic server infrastructure.
* Operations management outside humanitarian missions.

**1.4 Key Deliverables**

* Fully functional IHOMS software system.
* User manuals and training programs.
* Data migration and integration modules.
* Security and compliance documentation.

**1.5 Assumptions**

* Stakeholders will provide timely inputs and feedback.
* Adequate funding and resources will be available.
* Required data and legacy systems are accessible for migration.

**1.6 Constraints**

* Fixed budget and timeline.
* Compliance with data privacy and security regulations.

**1.7 Project Organization and Roles**

| **Role** | **Name/Department** | **Responsibilities** |
| --- | --- | --- |
| Project Sponsor | [Name] | Project funding and strategic oversight |
| Project Manager | [Name] | Project execution and coordination |
| Business Analyst | [Name] | Requirements gathering and validation |
| Technical Lead | [Name] | System architecture and development oversight |
| QA Lead | [Name] | Testing and quality assurance |

**1.8 Approval**

By signing below, the undersigned authorize the initiation of the IHOMS project as described herein.

| **Name** | **Title** | **Signature** | **Date** |
| --- | --- | --- | --- |
| [Sponsor Name] | Project Sponsor |  |  |
| [PM Name] | Project Manager |  |  |