**Detailed Project Management Plan**

**Project:** Mobile Money Platform Integration – ATelco  
**Date:** [Insert Date]  
**Prepared By:** Project Management Office (PMO)

**1.1 Project Scope Statement**

**Objective:**  
To integrate a robust mobile money platform (e.g., M-PESA, Airtel Money) with ATelco’s OSS/BSS, CRM, and ERP systems to enable seamless digital transactions, customer onboarding, and regulatory compliance.

**In Scope:**

* Integration with mobile money APIs
* Setup of secure middleware and payment gateway
* Customer KYC/AML onboarding workflows
* Odoo ERP financial transaction sync
* Reporting tools for CBK & Data Protection compliance
* User training and UAT support

**Out of Scope:**

* Development of a proprietary mobile wallet
* Hardware procurement for non-core systems
* Third-party mobile app redesign

**1.2 Work Breakdown Structure (WBS) – High Level**

1. Initiation & Planning
2. Regulatory & Compliance Readiness
3. Requirements Gathering
4. System Design & Architecture
5. API & Middleware Integration
6. ERP & CRM System Updates
7. Testing (Unit, SIT, UAT)
8. Go-Live & Change Management
9. Monitoring & Support Handover

**1.3 Project Schedule (Milestones)**

| **Milestone** | **Planned Date** | **Owner** |
| --- | --- | --- |
| Project Kickoff | [Insert Date] | PMO |
| Requirements Finalized | [Insert Date] | BA Team |
| API Contracts Signed | [Insert Date] | Legal/Partners |
| Integration Testing Begins | [Insert Date] | Tech Leads |
| UAT & Sign-off | [Insert Date] | QA + Business |
| Go-Live | [Insert Date] | Deployment Team |
| Post-Go-Live Support Handover | [Insert Date] | Ops/IT Support |

**1.4 Budget Breakdown (Summary)**

| **Category** | **Estimated Cost (KES)** | **Notes** |
| --- | --- | --- |
| Licensing & APIs | 6,000,000 | M-PESA/Airtel Integration |
| Development & Testing | 9,500,000 | In-house + external consultants |
| Compliance & Legal | 2,000,000 | Legal advisory, CBK approvals |
| Training & Change Mgt | 1,500,000 | End-user adoption |
| Contingency (10%) | 1,950,000 | For unknowns and delays |
| **Total** | **20,950,000** |  |

**1.5 Risk Management**

| **Risk** | **Likelihood** | **Impact** | **Mitigation Strategy** |
| --- | --- | --- | --- |
| Regulatory approval delays | Medium | High | Start early engagement with CBK |
| API instability from mobile money partner | High | High | Sandbox testing & fallback logic |
| Data privacy breach | Low | Very High | Implement strong encryption & RBAC |
| User resistance to change | Medium | Medium | Stakeholder training & change agents |

**1.6 Stakeholder Roles & Governance**

* **Project Sponsor:** CFO
* **Project Manager:** [Insert Name]
* **Business Analyst:** [Insert Name]
* **Solution Architect:** [Insert Name]
* **Integration Partner:** [e.g., Safaricom DevOps Team]
* **Regulatory Liaison:** Legal & Compliance Head
* r minimum 7 years