

Petropower Refinery ERP implementation project plan

Description: This is a document resource overview for the ERP implementation project for Petropower Refinery.

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Status: Draft

| Key Docs | Description |
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| Situation Statement | Describes the current state of the project and any issues or challenges it faces. |
| Fish Bone analysis | Identify and analyze the root causes of a specific problem. |
| SWOT analysis | Assess the organization's internal and external environments |
| SMART Goals | Used for setting Specific, Measurable, Attainable, Realistic & Time-bound goals for project |
| OKRs | helps define project's Objectives and track their Key Results . |
| StakeHolders analysis & Power Grid | Identify and assess the influence and interest of stakeholders in a project |
| RACI chart | Identifies who is responsible, accountable, consulted and informed within the project. |
| Project charter | An overview of the project, key elements and expectations |
| WBS | Identify and track milestones & Tasks and their duration and owners |
| Critical Path | |
| Gantt Chart | Identifies the planned schedule as well as any changes through out the project lifecycle. |
| Budget Plan | Identifies the planned budget as well as any over and under runs. Allows you to estimate the cost at completion. |
| Risk management plan | Identifies the potential risks to the project, their likelihood, and how you plan to mitigate them if they become realized. |
| Communication plan | Identifies how often, what type of communication method, and what information your stakeholders needs to know |
| Statement of work | Identifies the work that is included in the project and the pricing that was quoted initially. |
| Shared folder | Folder with all relevant documentation |