Project Charter

**Project Food Truck**

**09/06/2022**

The Great Indian Kitchen

West Lincoln Hwy

Dekalb, IL 60115

Team Members

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## Project Description

### The Project is about a food truck chain across the country. We plan to cater to our customers with the tastiest and most hygienic Indian food at their fingertips. Our food trucks can be ordered on our website, the third-party apps, and can also be ordered by a phone call. We plan on taking both online and in-person orders. This project is an outcome of our love for food and was inspired by a movie.

## Project Purpose

### Our main objective is to provide authentic Indian cuisines on wheels to our customers and our home services also help the party hosts to get more time interacting with their guests rather than working during the party because our food trucks will be available to serve their guests.

## Business Case

### This project is a result of the thought about expanding our previously running restaurant business chain but with low start-up capital. Opening a new restaurant would require more capital than food trucks. We will be able to expand our business chain and be able to reach out to more customers at the same time.

## Business Requirements

In this profession hygiene is the key factor and our top priority. The main moto of the food truck is to make food at any location rather than owning a restaurant which includes very high expenses. So to increase the profit margin it is better to upgrade towards the food truck which is more efficient, budget friendly and highly profitable.

## Assumptions

Establishing warehouses to park the food trucks. Establishment of cold storages to store food and expirable products. Getting with-in a budget deal on food trucks. Hiring enough manpower to get the business going. Research to get most happening and easily approachable location details.

## Constraints

* Maintaining the food truck is the key constraint.
* Hiring unprofessional chefs
* Weak customer services

## Risks

In the food industries, it is important to cater tasty and hygienic food and for that we require a good chef. If the chef is not up to the mark, the project can be at the highest risks. Different cuisines have different kind of flavors. So, it is important find a chef who knows all kind of different flavors of different , if not possible the business is at the highest risks. As location is the key to run a business and that too particularly, the food business. Not knowing the correct location can be bring the business down. Not having a substitute chef is also bad for business

## Project Deliverables

In the food business it is important to have a customer friendly service. For this we have developed an application, developed a website, and got connected to the third-party applications for the customers to use our services. Our customers can also access party or event services through our application, website or call us on our customer service number. Our applications, website and customer care services will also help our customers in case of any errors in payments, errors in deliveries and any other complains that the customer wants to register.

## Project Milestones

Identify the project milestones.

|  |  |  |
| --- | --- | --- |
| Milestone Date | Milestone Name | Milestone Description |
| [Jan 20]  [Apr 28] | Warehouse procurement  Food truck procurement | Arrangement of resources to establish warehouses.  Arrangement of resources to establish food trucks. |
| [Jan 30] | Application development | Developed an application for customer services. |
| [Dec 1] | Project deployment | Application is reviewed and deployed to use. |

## Project Roles and Responsibilities

Define the other key roles and responsibilities within the project team. For example, if the project team has functional team leads, then document them here. The table below provides a quick way to identify specific people within a role:

|  |  |  |
| --- | --- | --- |
| Name | Role | Responsibilities |
| Srikruthi Tripuraneni | Project manager | Setting deadlines, managing departments and assigning tasks. |
| Bollaboayana Venkata Sidhartha | Finance manager | Managing the finances in an effective. |
| Reethika Bollaboyana | Operations manager and Quality analyst | * Managing warehouses, application and websites * Monitoring hygiene standards. |

## Project Life Cycle Methodology and Tools

* SharePoint for document management and versioning.
* Panorama tool used to manage employee data.
* Tools used: mobile applications

## Authorization

Provide the names of those business sponsors that must sign the Project Charter. Once the project Charter is signed by the project sponsors, the project is authorized to start.

Approved by the Project Sponsor:

Peri Keerthana Date: 09-07-2022

Venture capitalist