**PROJECT PLAN SCOPE**

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| **PROJECT NO.** | **DATE SUBMITTED** |
| 497864-12 | 01/25/2024 |
| **PROJECT OBJECTIVES** | |
| * Conduct a detailed examination of the Crown Bank of Canada's financial statements to evaluate profitability, liquidity, and financial health. * Conduct an in-depth review of CBC's IT and Operations infrastructure. * Implementation of new products for CBC’s line up * Detailed view of balance scorecard | |

## Step 1. Project Deliverables

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| **DELIVERABLE NO.** | **DESCRIPTION** |
| 1 . SWOT Analysis | strategic planning tool used by individuals and organizations to identify and assess their internal strengths and weaknesses, as well as external opportunities and threats. |
| 2 . RACI Chart | CBC’s project management and organizational tool used to clarify and communicate the roles and responsibilities of team members in relation to specific tasks or activities. |
| 3 . Balance scorecard | strategic management framework that helps organizations translate their vision and strategy into a set of measurable objectives and key performance indicators (KPIs). |
| 4. PESLTLE Analysis | strategic management tool used to assess and analyze the external macro-environmental factors that can impact an organization. |
| 5.Team contract | A team contract is a formal or informal agreement among team members that outlines the expectations, responsibilities, and norms governing their collaboration and behavior within the team. |
| 6. Business Analysis Approach | outlines the strategy and methodologies that will be employed during the business analysis process |
| 7. Business stakeholder engagement plan | The Business Stakeholder Engagement Plan focuses specifically on how stakeholders will be involved throughout the project. |
| 8. Written Status Report. | A Written Status Report is a document that provides an overview of the project's status. |

## Step 2. List of Project Tasks

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| **TASK NO.** | **DESCRIPTION** | **FOR DELIVERABLE NO. …**  **ENTER TASK #** |
| 1 | Planning and Project Initiation |  |
| 2 | Stakeholder Identification and Engagement | 1 |
| 3 | Data Collection and Preparation | 1, 2 |
| 4 | Comparative Analysis with Competitor Banks | 3 |
| 5 | Financial Performance Analysis | 3,4 |
| 6 | Operational Efficiency Assessment | 3,4,5 |
| 7 | Presentation and Reporting | 1,2,3,4,5,6 |
| 8 | Stakeholder Feedback and Revision |  |
| 9 | Documentation of Methodology |  |
| 10 | Project Closure |  |

## Step 3. Out of Scope

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| This project **will NOT accomplish or include** the following: | 1. Individual Customer Financial Profiles 2. Predictive Modeling for Future Market Conditions 3. Real-Time Market Monitoring |

## Step 4. Project Assumptions

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| **NO.** | **ASSUMPTION** |
| 1 | Availability of Historical Financial Data |
| 2 | Regulatory Compliance |
| 3 | Stability of Economic Conditions |

## Step 5. Project Constraints

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| **PROJECT START DATE** | 1/09/2024 |
| **PROJECT END DATE** | 04/18/2024 |
| **LIST ANY HARD DEADLINE(S)** | No hard deadlines |

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| **BUDGET CONSTRAINTS** | The budget constraints will be covered by  Resource Costs, Data Acquisition Costs, Technology and Software Costs, Travel Expenses, Training and Development, Documentation and Reporting, Market Research Costs. |

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| **QUALITY OR PERFORMANCE CONSTRAINTS** | * User-Friendly Documentation and Reporting has been done. * Cross-Verification of Findings |
| **REGULATORY CONSTRAINTS** | * Ensured that the analysis adheres to privacy regulations, such as the Personal Information Protection and Electronic Documents Act (PIPEDA) in Canada. * Also contains Banking Regulations like Office of the Superintendent of Financial Institutions (OSFI) in Canada * Anti-Money Laundering (AML) and Counter-Terrorism Financing (CTF) Laws * Consumer Protection Laws * Data Protection Laws |

## Step 6. Updated Estimates

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| **Estimate the hours required to complete the project.** | Estimation of more than 300 Hours |

## Step 7. Approvals

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| **STAKEHOLDER NAME & TITLE** | **ROLE OF STAKEHOLDER / APPROVER** | **DATE SUBMITTED FOR APPROVAL** | **DATE APPROVAL RECEIVED** |
| * Project Sponsor | project sponsor involves providing leadership, guidance, and support throughout the project lifecycle | 8th Jan 2024 | Within 24 hours |
| * Project Manager | Overall management of project | 8th Jan 2024 | Within 24 hours |
| * Business analyst | Bring out Business Solution for organizations | 9th Jan 2024 | Within 2 days |
| * Financial & Data analyst | providing insights into the financial performance and operational efficiency of the organization | 12th Jan 2024 | 14th Jan 2024 |
| * Risk Assessment Manager | Risk Assessment Manager is critical in identifying, evaluating, and managing potential risks that may impact the project's success. | 12th Jan 2024 | 16th Jan 2024 |