

Quality Management Plan

Project Name: Research of Cyber Security Risks Analysis in
Remote Working

Project Number: 01

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MANAGEMENT APPROACH

The Project Quality Management Plan provides the information needed to effectively manage project quality from project planning to project completion. It specifies the quality policies, methods, criteria for and areas of application, as well as roles, duties, and authority for a project. The project manager and team leader, whose support is required to carry out the plan, are the intended audience for the Project Quality Management Plan. Quality management tasks will be assigned to the following individuals:

Roles	Responsibilities
Project Manager	Monitoring the project quality. Validating the project quality.
Project Team Lead	Auditing the project quality.

QUALITY PLANNING

This section describes the procedures and technologies used to ensure the project's quality. Individuals who are in charge of defining, measuring, and controlling the project's quality.

DEFINE QUALITY

The Project Manager decides the deliverable quality and defines quality assurance and control actions. Quality metrics, as well as acceptable limits, should be defined for these activities. Quality assurance will be accomplished by analyzing the project controls' design, confirming their implementation, and assessing their operational effectiveness. These actions will take into account the project quality targets as well as the project hazards. The Project Manager is in charge of quality assurance.

MEASURE QUALITY

In the quality measurement process, affinity diagrams and cost of quality diagrams are utilized. Quality metrics are aimed to improve project quality using these diagrams.

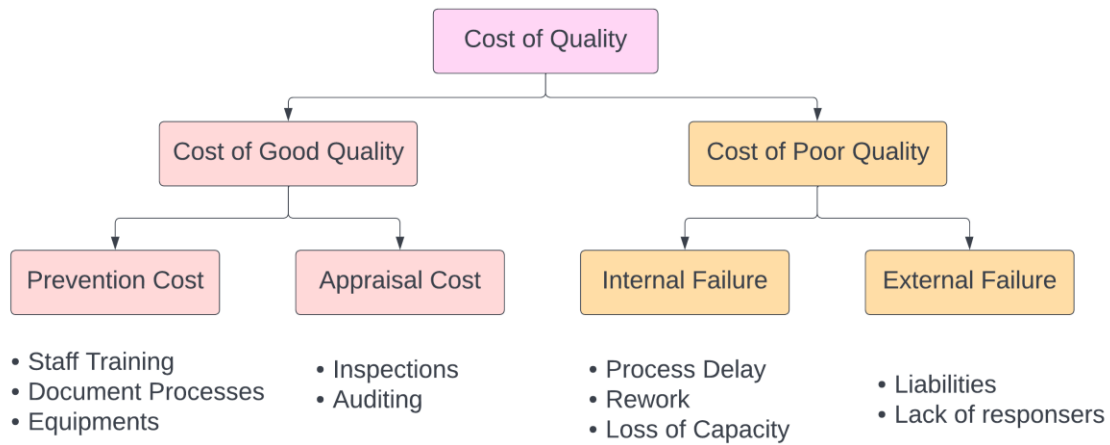
QUALITY ASSURANCE

In this section, the present quality issues in the project are recognized, and quality metrics to improve those identified quality issues are proposed.

AFFINITY DIAGRAM



COST OF QUALITY DIAGRAM



QUALITY METRIC

Quality Management Roles and Responsibilities

Action	Team Member/Researcher	Team Lead	Project Manager
Quality Management Plan		S	P & A
Deliverables Acceptance Plan	S	P	A
Perform Quality Assurance		S	P
Perform Quality Control		S	P
Perform Deliverables Acceptance		S	P
Perform Final Acceptance		S	P

P – Primary Responsibility

S – Secondary Responsibility

A – Approval

Quality Management Criteria's' Frequency and Tolerance

Criterion Name	Frequency	Tolerance
Timesheets reviewed and approved	Weekly	No tolerance.
Status reports distributed	Weekly	One moth
Project Review Meetings performed	Weekly	One week
Milestone reviews executed	Per milestone	No tolerance
Phase-exit reviews executed	Per phase-exit	No tolerance
Project and process audits performed	Weekly	No tolerance
Audits project quality activities performed	Weekly	No tolerance

QUALITY CONTROL

Every week, project quality checks will be undertaken to ensure that all project plans and processes stated in the project plan have been produced and are being carried out as anticipated. A Quality Review Checklist will be used to evaluate the project's adherence to the planned activities in areas such as scope, schedule, money, quality, communications, and risks. Quality assurance may make recommendations for improvements, which are then handled by quality control as change requests. These recommendations and actions for improvement will be compiled in the Quality Review Report. The project manager keeps an eye on these processes.

PLAN APPROVAL

By signing below, I, Sriyantha Deepal in my capacity as Project Manager approve this Quality Management Plan.

Name: Sriyantha Deepal

Title: Project Manager

Sriyantha

Signature

2022/08/07

Date Approved