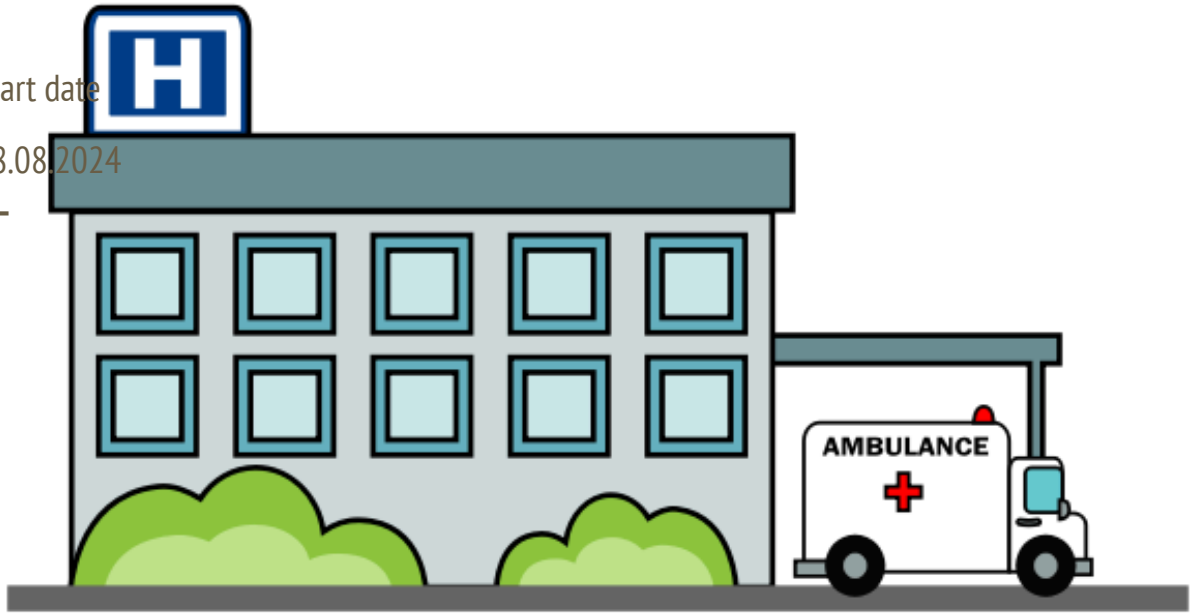
PROJECT CHARTER

Development of Network Infrastructure for uThukela District Hospital

Start date

08.08.2024



Project Manager

Mukhola Thuso

Project Sponsor:

uThukela District Municipality

Project End Date:

08.08.2025

Group Members

Mukhola Thuso

Maphaha Livhuwani

Muguvhana Mbambala

Rambau Lindelani

Mohlala Surprise

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Project Charter: Development of Network Infrastructure for uThukela District Hospital

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A. General Information

- **Project Title:**
  Development of World-Class Network Infrastructure for uThukela District Hospital
- **Brief Project Description:**
  The project aims to design and implement a world-class network infrastructure at the uThukela District Hospital in Kwazulu-Natal. This will ensure reliable internet connectivity, secure data management, and enhance overall operational efficiency within the hospital. The project will address current infrastructural deficiencies and provide training to hospital staff for sustained operations post-implementation.
- **Prepared By:**
  [Mukhola Thuso]
- **Date:**
  [07 August 2024]
- **Version:**
  1.0

B. Project Objective

The primary objective of this project is to deliver a high-performance, secure, and reliable network infrastructure that supports the hospital's operations, improves data integrity, and enhances communication with suppliers. The project aligns with the strategic goal of improving healthcare services in remote areas and ensures that the hospital remains operationally efficient and secure. Expected results include:

- Improved network speed and reliability.
- Enhanced data security and management.
- Successful training of ICT staff for ongoing support.
- Integration with existing hospital operations and supply chain systems.

C. Assumptions

- Openserve will provide consistent and reliable network connectivity.
- The hospital staff will be available and cooperative for training.
- Necessary permits and approvals will be obtained without delays.
- The existing infrastructure will support the integration of new systems with minimal modifications.

D. Project Scope

- **In-Scope:**
  - Design and implementation of the network infrastructure.
  - Installation of new hardware (computers, printers) and software.
  - Security installations to protect the network.
  - Training programs for ICT and hospital staff.
  - Collaboration with Openserve for network extension.
- **Out-of-Scope:**
  - Expansion of infrastructure beyond the hospital's immediate needs.
  - Maintenance of the network post-project completion.
  - Development of other non-network related hospital facilities.

E. Project Milestones

Milestones	Deliverables	Date

Project Initiation and Planning	Approved Project Plan	[August 31 2024]
Network Design Approval	Detailed Network Design Document	[September 30 2024]
Hardware and Software Procurement	Procurement Contracts and Receipts	[November 30 2024]
Installation and Configuration	Fully Installed and Configured Network	[March 31 2025]
Security Measures Implementation	Security Systems Installed and Tested	[May 31 2025]
Training Programs Completion	Trained ICT and Hospital Staff	[July 31 2025]
Project Handover and Completion	Project Completion Report and Handover	[August 08 2025]

F. Impact Statement

The implementation of the new network infrastructure will significantly impact the hospital's existing operations by:

- Enhancing communication efficiency within the hospital and with external suppliers.
- Improving data management and reducing instances of missing patient files.
- Providing a secure network environment, minimizing the risk of cyber threats.

Systems/Units Impacted:

- Hospital's ICT Department
- Administrative Operations
- Patient Care Services
- Supplier Communication Channels

G. Roles and Responsibilities

Role	Responsibilities	Name	Email/Phone
Sponsor	Approve project charter, secure resources, oversee project goals, resolve escalated issues.	uThukela Municipality	[036 638 2400]
Project Manager	Plan and manage the project, develop deliverables, direct resources, maintain documentation, report status.	[Mukhola Thuso]	[0760162091]
Team Members	Complete assigned tasks, inform on issues, proactively communicate status, manage expectations.	[Rambau Lindelani, Maphala livhuwani, Muguvhana Mbambala, Surprise Mohlala]	[0692977658]
Customer	Collaborate on project charter, manage timeline, testing, resources, sign-off on deliverables.	uThukela District Hospital	[0366372111]

H. Resources

- **Project Budget:**
  R4 290 000
- **Personnel:**
  Network Engineers, ICT Support Staff, Security Specialists, Training Coordinators.
- **Other Resources:**
  Hardware, Software, Training Materials.

I. Project Risks

Risk	Mitigation Strategy
Delays in approvals and permits	Early engagement with regulatory bodies and continuous follow-up.
Resistance to change from hospital staff	Comprehensive communication and training plans to address concerns and build confidence.
Integration challenges	Engage experienced network engineers and conduct thorough testing before full rollout.
Security threats	Implement robust security protocols and continuous monitoring post-implementation.
Budget overruns	Strict budget management and contingency planning.

J. Success Measurements

- **Metric:**
  Reliable network uptime of 99.9%.
- **Target:**
  Completion of project within budget and on schedule.
- **Outcome:**
  Improved operational efficiency and data security at the hospital.

K. Signatures

Role	Name	Signature	Date
Customer	[uThukela District Hospital]		[07.08.2024]

Project Sponsor	[uThukela District Municipality]		[07.08.2024]
Project Manager	[Mukhola Thuso]		[07.08.2024]

This project charter authorizes the project manager to proceed with the project as outlined. The document serves as a formal agreement between all stakeholders and establishes the framework for successful project execution.