

PROJECT CHARTER	
Project Name	Safety Toolbox
Date Produced	October 19, 2023 - [Updated November 6, 2023]
Project Goals	The main thing the project will achieve is a way for industrial companies in Saskatchewan to manage their safety-related documentation. It supports the goals of the organization by allowing them to manage their safety documentation digitally instead of relying on keeping track of hard copies of these documents.
Project Objectives	[This section defines the specific and measurable outcomes that are required to achieve the project goals.]
Project Budget	Free or as low cost as possible (less than \$100)
Project Sponsor	Dr. Tim Maciag - ENSE 400/477 Facilitator
Project Manager	Mikayla Peterson - Project Manager
Additional Key Project Stakeholders	
George Galloway - Operations Superintendent [Ralph McKay] Martin Peterson - Controller [Ralph McKay] Craig Gelowitz - Project Mentor	
Overall Project Milestones	Dates
[A list of the key milestones that are known at this point in the project]	[Milestone dates]
Overall Project Risks	
[A list of the overall risks that are known at this point in the project]	