STAKEHOLDER MANAGEMENT STRATEGY
SURVEIRAMS

ASIA PACIFIC COLLEGE
3 HUMABON PLACE, MAGALLANES
MAKATI CITY, 1232 METRO MANILA

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1. **INTRODUCTION**

   This document stands as the guidelines on how the team will approach the stakeholders and their needs. Addressing their concerns and requirements is important, as they are the people affected by the outcome of this project. The list of the stakeholders and their information relative to the deliverables can be found here. In doing so, the team can manage them well and be one step closer to the success of SurveiRams.

2. **IDENTIFY STAKEHOLDERS**

   The Stakeholder Management Strategy aims to identify and engage all individuals or groups with a personal interest in the project and who will be impacted by its implementation or success. To achieve this, the project team will use a structured methodology that involves interviews, document review, and consultation processes. The methodology includes identifying all potential stakeholders through a stakeholder analysis, prioritizing stakeholders based on their influence and impact on the project and developing a stakeholder engagement plan. Ongoing communication with stakeholders is also essential to ensure that their needs and concerns are addressed and that the project stays on track.

3. **KEY STAKEHOLDERS**

   The security personnel, Building Maintenance Office (BMO), and Information Technology Resource Office (ITRO) are key stakeholders in ensuring the safety and proper functioning of the building and its technology systems. Allowing employees to use SurveiRams as an automated ticketing system, employees can streamline communication and task assignment between these stakeholders to ensure efficient resolution of any security, maintenance, or technology-related issues within the building. Additionally, this enables the stakeholders to maintain and keep incident reports, streamline cross-functional processes, and increase the organization's dependability, all of which contribute to the organization's overall efficiency.

4. **STAKEHOLDER ANALYSIS**

Stakeholder	Role	Impact	Influence	What is important to the stakeholder?	How could the stakeholder contribute to the project?	Strategy on engaging the stakeholder
Jojo Castillo	ITRO Head	High	High	Directly receive reports	Project Approval	Set a meeting

					and use of the application	
Marr Bringas	BMO Head	High	High	Directly send reports	Use of the Application	Interview
Mervin Quilang	Head Guard	High	High	Directly send reports	Use of the application	Interview

Sponsor Acceptance

Approved by the Project Sponsor:

Date: April 2023

Mr. Jojo F. Castillo
Executive Director, Technical Services