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| WBS: | 1.1.1 |
| Work Package: | Design Thinking |
| Package Owner: | Jayson Aloya |
| Owner Organization: | Jo Anne M. de la Cuesta |
| Participants: | Jan Gabriel Prion, Jayson Aloya, John Christopher Langcauon, Marc Julian Sajul, & Marc Zamora |
| Description: | The research and brainstorming session of the proponents along with the stakeholders and project sponsor. |
| Completion State: | Once the project problem, purpose, goals, and objectives are defined, and the project documentation can start. |
| Assumptions: | Assuming that the goals will stay consistent all throughout the project. |
| Risks: | Changes may occur during the project that requires an impromptu design thinking session. |
| Risk Mitigation: | An impromptu design thinking session will be held as soon as possible. |
| Budget: | ₱0 - ₱100 |
| Reference Docs: | [Optimum Five - Work Breakdown Structure (WBS).docx](Optimum%20Five%20-%20Work%20Breakdown%20Structure%20(WBS).docx) |
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| WBS: | 1.1.2 |
| Work Package: | Paper Documentation (1) |
| Package Owner: | Jayson Aloya |
| Owner Organization: | Jo Anne M. de la Cuesta |
| Participants: | Jan Gabriel Prion, Jayson Aloya, John Christopher Langcauon, Marc Julian Sajul, & Marc Zamora |
| Description: | The paper that contains all of the necessary information needed for the project. |
| Completion State: | One chapter 1, 2, & 3 of the paper are completed and approved by the project manager and adviser. |
| Assumptions: | Some of the data comes from the team members personally experiences as students in APC. |
| Risks: | Revisions may be made halfway through the process. |
| Risk Mitigation: | Revisions will be made as soon as possible. |
| Budget: | ₱0 - ₱100 |
| Reference Docs: | [Optimum Five - Work Breakdown Structure (WBS).docx](Optimum%20Five%20-%20Work%20Breakdown%20Structure%20(WBS).docx) |

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| WBS: | 1.2.1 |
| Work Package: | Paper Documentation (2) |
| Package Owner: | Jayson Aloya |
| Owner Organization: | Jo Anne M. de la Cuesta |
| Participants: | Jan Gabriel Prion, Jayson Aloya, John Christopher Langcauon, Marc Julian Sajul, & Marc Zamora |
| Description: | The paper that contains all of the necessary information needed for the project. This time with diagrams and tables. |
| Completion State: | Once chapter 4, 5, & 6 of the paper is completed and approved the project manager and adviser. |
| Assumptions: | Assuming that the system design will stay consistent all throughout the project. |
| Risks: | Changes may occur during the project that requires an impromptu design and analysis session. |
| Risk Mitigation: | An impromptu design and analysis session will be held as soon as possible. |
| Budget: | ₱0 - ₱100 |
| Reference Docs: | [Optimum Five - Work Breakdown Structure (WBS).docx](Optimum%20Five%20-%20Work%20Breakdown%20Structure%20(WBS).docx) |
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| WBS: | 1.2.2 |
| Work Package: | Gantt Chart |
| Package Owner: | Jayson Aloya |
| Owner Organization: | Jo Anne M. de la Cuesta |
| Participants: | Jayson Aloya |
| Description: | Similar to WBS, it shows the schedule of work packages and which resources should be responsible for them. |
| Completion State: | Once the document is approved by the project manager and adviser. |
| Assumptions: | Assuming that all work packages will be done within the assumed finishing dates. |
| Risks: | Some tasks might take too long. |
| Risk Mitigation: | Adjusting the task schedule within the fixed time period of the main timeline. |
| Budget: | ₱100 - ₱200 |
| Reference Docs: | [Optimum Five - Work Breakdown Structure (WBS).docx](Optimum%20Five%20-%20Work%20Breakdown%20Structure%20(WBS).docx) |

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| WBS: | 1.2.3 |
| Work Package: | Project Charter |
| Package Owner: | Jayson Aloya |
| Owner Organization: | Jo Anne M. de la Cuesta |
| Participants: | Jayson Aloya |
| Description: | This shows the charter of the project.  Also contains the identity of the project manager. |
| Completion State: | Once the document is signed and approved by the project sponsor. |
| Assumptions: | Assuming that all the data will stay consistent within all the project process. |
| Risks: | Changes in the document may occur. |
| Risk Mitigation: | Revising the paper as soon as possible. |
| Budget: | ₱0 - ₱100 |
| Reference Docs: | [Optimum Five - Work Breakdown Structure (WBS).docx](Optimum%20Five%20-%20Work%20Breakdown%20Structure%20(WBS).docx) |
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| WBS: | 1.2.4 |
| Work Package: | Statement of Work |
| Package Owner: | Marc Julian Sajul |
| Owner Organization: | Jo Anne M. de la Cuesta |
| Participants: | Marc Julian Sajul |
| Description: | The document for the statement of the work. |
| Completion State: | Once approved by the project manager, sponsor, and adviser. |
| Assumptions: | Assuming that everything stays consistent all throughout the project. |
| Risks: | Changes may occur during the project that requires revisions. |
| Risk Mitigation: | Revisions must be made as soon as possible. |
| Budget: | ₱0 - ₱100 |
| Reference Docs: | [Optimum Five - Work Breakdown Structure (WBS).docx](Optimum%20Five%20-%20Work%20Breakdown%20Structure%20(WBS).docx) |

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| WBS: | 1.2.5 |
| Work Package: | Vision & Scope |
| Package Owner: | Jan Gabriel Prion |
| Owner Organization: | Jo Anne M. de la Cuesta |
| Participants: | Jan Gabriel Prion |
| Description: | The specific document for the vision and scope of the project. |
| Completion State: | Once approved by the project manager, sponsor, and adviser. |
| Assumptions: | Assuming that everything stays consistent all throughout the project. |
| Risks: | Changes may occur during the project that requires revisions. |
| Risk Mitigation: | Revisions must be made as soon as possible. |
| Budget: | ₱0 - ₱100 |
| Reference Docs: | [Optimum Five - Work Breakdown Structure (WBS).docx](Optimum%20Five%20-%20Work%20Breakdown%20Structure%20(WBS).docx) |
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| WBS: | 1.2.6 |
| Work Package: | Work Breakdown Structure |
| Package Owner: | Jayson Aloya |
| Owner Organization: | Jo Anne M. de la Cuesta |
| Participants: | Jayson Aloya |
| Description: | The WBS is where the summary tasks and work packages are identified. |
| Completion State: | Once approved by the project manager, sponsor, and adviser. |
| Assumptions: | Assuming that everything stays consistent all throughout the project. |
| Risks: | Changes may occur during the project that requires revisions. |
| Risk Mitigation: | Revisions must be made as soon as possible. |
| Budget: | ₱0 - ₱100 |
| Reference Docs: | [Optimum Five - Work Breakdown Structure (WBS).docx](Optimum%20Five%20-%20Work%20Breakdown%20Structure%20(WBS).docx) |

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| WBS: | 1.2.7 |
| Work Package: | Change Management Plan |
| Package Owner: | John Christopher Langcauon |
| Owner Organization: | Jo Anne M. de la Cuesta |
| Participants: | John Christopher Langcauon |
| Description: | The document if there will be any changes in the project while it is ongoing. |
| Completion State: | Once approved by the project manager, sponsor, and adviser. |
| Assumptions: | Assuming that everything stays consistent all throughout the project. |
| Risks: | Changes may occur during the project that requires revisions. |
| Risk Mitigation: | Revisions must be made as soon as possible. |
| Budget: | ₱0 - ₱100 |
| Reference Docs: | [Optimum Five - Work Breakdown Structure (WBS).docx](Optimum%20Five%20-%20Work%20Breakdown%20Structure%20(WBS).docx) |
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| WBS: | 1.2.8 |
| Work Package: | Quality Plan |
| Package Owner: | Jan Gabriel Prion |
| Owner Organization: | Jo Anne M. de la Cuesta |
| Participants: | Jan Gabriel Prion |
| Description: | The document to ensure quality for the project system. |
| Completion State: | Once approved by the project manager, sponsor, and adviser. |
| Assumptions: | Assuming that everything stays consistent all throughout the project. |
| Risks: | Changes may occur during the project that requires revisions. |
| Risk Mitigation: | Revisions must be made as soon as possible. |
| Budget: | ₱0 - ₱100 |
| Reference Docs: | [Optimum Five - Work Breakdown Structure (WBS).docx](Optimum%20Five%20-%20Work%20Breakdown%20Structure%20(WBS).docx) |

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| WBS: | 1.2.9 |
| Work Package: | Contingency Plan |
| Package Owner: | Jan Gabriel Prion & Marc Zamora |
| Owner Organization: | Jo Anne M. de la Cuesta |
| Participants: | Jan Gabriel Prion & Marc Zamora |
| Description: | The document that ensures the project will bounce back from contingencies. |
| Completion State: | Once approved by the project manager, sponsor, and adviser. |
| Assumptions: | Assuming that everything stays consistent all throughout the project. |
| Risks: | Changes may occur during the project that requires revisions. |
| Risk Mitigation: | Revisions must be made as soon as possible. |
| Budget: | ₱0 - ₱100 |
| Reference Docs: | [Optimum Five - Work Breakdown Structure (WBS).docx](Optimum%20Five%20-%20Work%20Breakdown%20Structure%20(WBS).docx) |
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| WBS: | 1.3.1 |
| Work Package: | Prototype |
| Package Owner: | Marc Zamora & Marc Julian Sajul |
| Owner Organization: | Jo Anne M. de la Cuesta |
| Participants: | Marc Zamora & Marc Julian Sajul |
| Description: | The actual proposed system being made. |
| Completion State: | Once approved by the client. Once all the user stories and acceptance criteria. |
| Assumptions: | Assuming that the prototype will meet all acceptance criteria with little to no bugs. |
| Risks: | Changes may occur during the project that requires revisions. |
| Risk Mitigation: | Revisions must be made as soon as possible. |
| Budget: | ₱1,000 - ₱5,000 |
| Reference Docs: | [Optimum Five - Work Breakdown Structure (WBS).docx](Optimum%20Five%20-%20Work%20Breakdown%20Structure%20(WBS).docx) |

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| WBS: | 1.3.2 |
| Work Package: | Test Cases |
| Package Owner: | Marc Julian Sajul |
| Owner Organization: | Jo Anne M. de la Cuesta |
| Participants: | Marc Julian Sajul |
| Description: | The testing phase of the project for the prototype. |
| Completion State: | Once approved by the project manager, sponsor, and adviser. |
| Assumptions: | Assuming that everything stays consistent all throughout the project. |
| Risks: | Changes may occur during the project that requires revisions. |
| Risk Mitigation: | Revisions must be made as soon as possible. |
| Budget: | ₱0 - ₱100 |
| Reference Docs: | [Optimum Five - Work Breakdown Structure (WBS).docx](Optimum%20Five%20-%20Work%20Breakdown%20Structure%20(WBS).docx) |
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| WBS: | 1.4.1 |
| Work Package: | Business Case |
| Package Owner: | John Christopher Langcauon |
| Owner Organization: | Jo Anne M. de la Cuesta |
| Participants: | John Christopher Langcauon |
| Description: | The document for the Business Case of the project. |
| Completion State: | Once approved by the project manager, sponsor, and adviser. |
| Assumptions: | Assuming that everything stays consistent all throughout the project. |
| Risks: | Changes may occur during the project that requires revisions. |
| Risk Mitigation: | Revisions must be made as soon as possible. |
| Budget: | ₱0 - ₱100 |
| Reference Docs: | [Optimum Five - Work Breakdown Structure (WBS).docx](Optimum%20Five%20-%20Work%20Breakdown%20Structure%20(WBS).docx) |

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| WBS: | 1.4.2 |
| Work Package: | Project Charter |
| Package Owner: | Jayson Aloya |
| Owner Organization: | Jo Anne M. de la Cuesta |
| Participants: | Jayson Aloya |
| Description: | This shows the charter of the project.  Also contains the identity of the project manager. |
| Completion State: | Once the document is signed and approved by the project sponsor. |
| Assumptions: | Assuming that all the data will stay consistent within all the project process. |
| Risks: | Changes in the document may occur. |
| Risk Mitigation: | Revising the paper as soon as possible. |
| Budget: | ₱0 - ₱100 |
| Reference Docs: | [Optimum Five - Work Breakdown Structure (WBS).docx](Optimum%20Five%20-%20Work%20Breakdown%20Structure%20(WBS).docx) |
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| WBS: | 1.4.3 |
| Work Package: | Stakeholder Management Plan |
| Package Owner: | Jan Gabriel Prion |
| Owner Organization: | Jo Anne M. de la Cuesta |
| Participants: | Jan Gabriel Prion |
| Description: | This shows the charter of the project. Also contains the identity of the project manager. |
| Completion State: | Once approved by the project manager, sponsor, and adviser. |
| Assumptions: | Assuming that everything stays consistent all throughout the project. |
| Risks: | Changes may occur during the project that requires revisions. |
| Risk Mitigation: | Revisions must be made as soon as possible. |
| Budget: | ₱0 - ₱100 |
| Reference Docs: | [Optimum Five - Work Breakdown Structure (WBS).docx](Optimum%20Five%20-%20Work%20Breakdown%20Structure%20(WBS).docx) |

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| WBS: | 1.4.4 |
| Work Package: | Stakeholder Analysis |
| Package Owner: | Jan Gabriel Prion |
| Owner Organization: | Jo Anne M. de la Cuesta |
| Participants: | Jan Gabriel Prion |
| Description: | The document about stakeholder management.  The excel file for the analysis of the stakeholders. |
| Completion State: | Once approved by the project manager, sponsor, and adviser. |
| Assumptions: | Assuming that everything stays consistent all throughout the project. |
| Risks: | Changes may occur during the project that requires revisions. |
| Risk Mitigation: | Revisions must be made as soon as possible. |
| Budget: | ₱0 - ₱100 |
| Reference Docs: | [Optimum Five - Work Breakdown Structure (WBS).docx](Optimum%20Five%20-%20Work%20Breakdown%20Structure%20(WBS).docx) |
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| WBS: | 1.4.5 |
| Work Package: | Scope Management Plan |
| Package Owner: | Marc Zamora |
| Owner Organization: | Jo Anne M. de la Cuesta |
| Participants: | Marc Zamora |
| Description: | The specific file where the project scope is discussed in detail. |
| Completion State: | Once approved by the project manager, sponsor, and adviser. |
| Assumptions: | Assuming that everything stays consistent all throughout the project. |
| Risks: | Changes may occur during the project that requires revisions. |
| Risk Mitigation: | Revisions must be made as soon as possible. |
| Budget: | ₱0 - ₱100 |
| Reference Docs: | [Optimum Five - Work Breakdown Structure (WBS).docx](Optimum%20Five%20-%20Work%20Breakdown%20Structure%20(WBS).docx) |

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| WBS: | 1.4.6 |
| Work Package: | Cost Management Plan |
| Package Owner: | John Christopher Langcauon |
| Owner Organization: | Jo Anne M. de la Cuesta |
| Participants: | John Christopher Langcauon |
| Description: | The document for the project expenditure and budget. |
| Completion State: | Once approved by the project manager, sponsor, and adviser. |
| Assumptions: | Assuming that everything stays consistent all throughout the project. |
| Risks: | Changes may occur during the project that requires revisions. |
| Risk Mitigation: | Revisions must be made as soon as possible. |
| Budget: | ₱0 - ₱100 |
| Reference Docs: | [Optimum Five - Work Breakdown Structure (WBS).docx](Optimum%20Five%20-%20Work%20Breakdown%20Structure%20(WBS).docx) |
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| WBS: | 1.4.7 |
| Work Package: | Schedule Management Plan |
| Package Owner: | Marc Julian Sajul |
| Owner Organization: | Jo Anne M. de la Cuesta |
| Participants: | Marc Julian Sajul |
| Description: | The document containing the schedules of the project. |
| Completion State: | Once approved by the project manager, sponsor, and adviser. |
| Assumptions: | Assuming that everything stays consistent all throughout the project. |
| Risks: | Changes may occur during the project that requires revisions. |
| Risk Mitigation: | Revisions must be made as soon as possible. |
| Budget: | ₱0 - ₱100 |
| Reference Docs: | [Optimum Five - Work Breakdown Structure (WBS).docx](Optimum%20Five%20-%20Work%20Breakdown%20Structure%20(WBS).docx) |

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| WBS: | 1.4.8 |
| Work Package: | Get Documents Signed |
| Package Owner: | Jayson Aloya |
| Owner Organization: | Jo Anne M. de la Cuesta |
| Participants: | Jayson Aloya & Jojo Castillo |
| Description: | The project sponsor signs the documents made throughout the project. |
| Completion State: | Once all the documents are signed by the project sponsor. |
| Assumptions: | Assuming that all the documents are ready for signing. |
| Risks: | Changes may occur during the project that requires revisions. |
| Risk Mitigation: | Revisions must be made as soon as possible. |
| Budget: | ₱0 - ₱100 |
| Reference Docs: | [Optimum Five - Work Breakdown Structure (WBS).docx](Optimum%20Five%20-%20Work%20Breakdown%20Structure%20(WBS).docx) |
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| WBS: | 1.4.9 |
| Work Package: | Train the ITRO on how to use the system |
| Package Owner: | Jayson Aloya |
| Owner Organization: | Jo Anne M. de la Cuesta |
| Participants: | Jan Gabriel Prion, Jayson Aloya, John Christopher Langcauon, Marc Julian Sajul, Marc Zamora, Jojo Castillo, & ITRO |
| Description: | Teaching the ITRO how to use the new proposed system which is RAM-IT. . |
| Completion State: | Once all the personnel of ITRO can run RAM-IT on their own. |
| Assumptions: | Assuming that RAM-IT features are within the scope of the ITRO. |
| Risks: | Some personnel might be unavailable during the training sessions. |
| Risk Mitigation: | Personnel that are left behind should be updated as soon as possible. |
| Budget: | ₱0 - ₱100 |
| Reference Docs: | [Optimum Five - Work Breakdown Structure (WBS).docx](Optimum%20Five%20-%20Work%20Breakdown%20Structure%20(WBS).docx) |

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| WBS: | 1.4.10 |
| Work Package: | Install System |
| Package Owner: | Jayson Aloya |
| Owner Organization: | Jo Anne M. de la Cuesta |
| Participants: | Jan Gabriel Prion, Jayson Aloya, John Christopher Langcauon, Marc Julian Sajul, Marc Zamora, Jojo Castillo, & ITRO |
| Description: | Installing the project to the ITRO’s system. |
| Completion State: | Once the new system replaces the old system. |
| Assumptions: | Assuming that all the devices are ready for the new system. |
| Risks: | New system might not be compatible with the current system. |
| Risk Mitigation: | System must be updated. |
| Budget: | ₱5,000 - ₱6,000 |
| Reference Docs: | [Optimum Five - Work Breakdown Structure (WBS).docx](Optimum%20Five%20-%20Work%20Breakdown%20Structure%20(WBS).docx) |
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| WBS: | 1.4.11 |
| Work Package: | Deploy System |
| Package Owner: | Jayson Aloya |
| Owner Organization: | Jo Anne M. de la Cuesta |
| Participants: | Jan Gabriel Prion, Jayson Aloya, John Christopher Langcauon, Marc Julian Sajul, Marc Zamora, Jojo Castillo, & ITRO |
| Description: | Deployment of the project. |
| Completion State: | Once RAM-IT can start providing customer service to the APC Community Member. |
| Assumptions: | Assuming that everyone is well prepared on the day of deployment. |
| Risks: | System might crash. |
| Risk Mitigation: | A back-up system must be ran or slight delay in deployment shall be done to fix said problem. |
| Budget: | ₱1,000 - ₱6,000 |
| Reference Docs: | [Optimum Five - Work Breakdown Structure (WBS).docx](Optimum%20Five%20-%20Work%20Breakdown%20Structure%20(WBS).docx) |