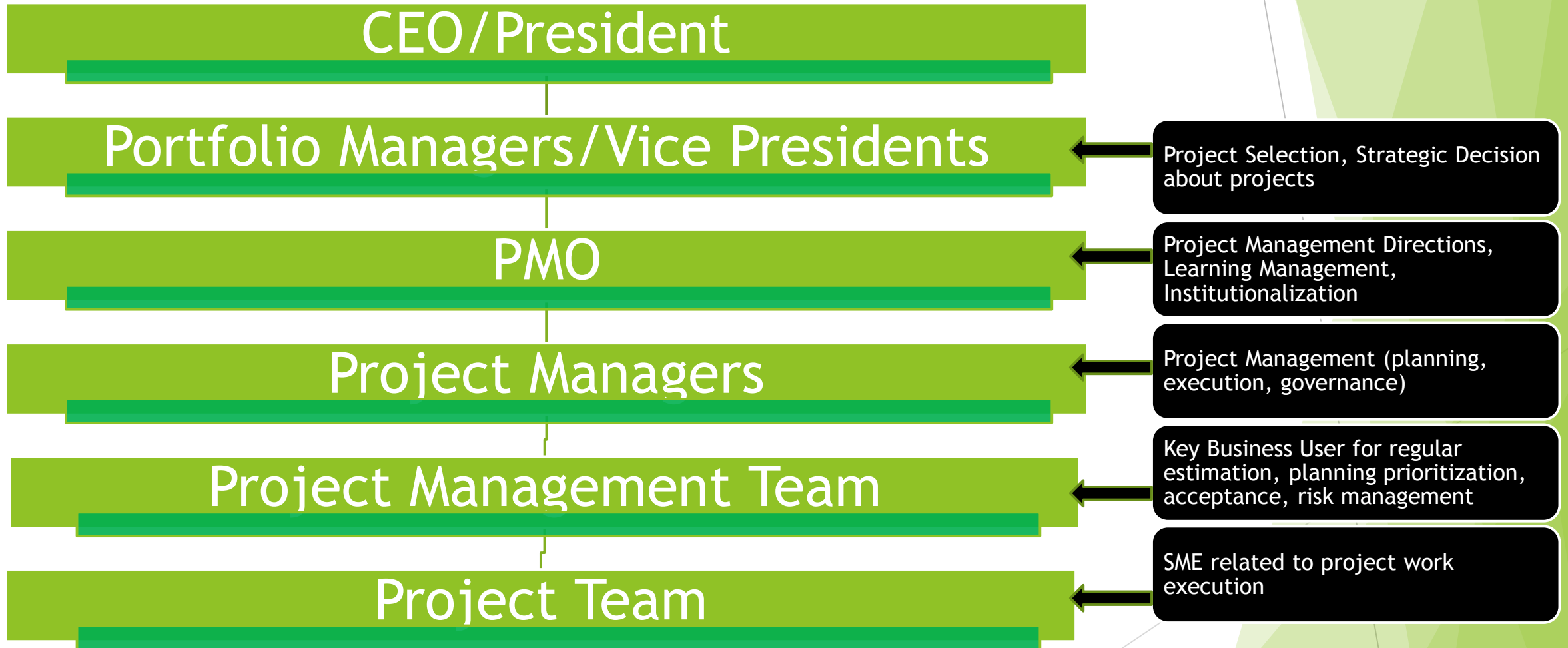# Introduction to PMO

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PMP, PMI-ACP, PRINCE2, CSM, MCITP, CIC, MCA, MBA, PGDFM, PGDOM

Organizational Structure for Project Management

CEO/President

Portfolio Managers/Vice Presidents ← Project Selection, Strategic Decision about projects

PMO ← Project Management Directions, Learning Management, Institutionalization

Project Managers ← Project Management (planning, execution, governance)

Project Management Team ← Key Business User for regular estimation, planning prioritization, acceptance, risk management

Project Team ← SME related to project work execution

Types Of PMO

- Controlling PMO
- Supporting PMO
- Directing PMO

Responsibilities of PMO

- Project Level
  - Helps PM in Project Estimation
  - Helps PM in Project Planning
  - Helps PM in Defining Project Governance at Desired Levels
  - Helps PM in Delivering Project within agreed threshold
  - Helps PM in using appropriate lessons learned
  - Helps PM in performing continuous business justification
  - Help PM in Baselining Project Objectives and reporting against the objectives set.

Responsibilities of PMO

- Organizational Level
  - Creating project management standards
    - Templates, Processes, Checklists, Guidelines, Forms, Methodologies
  - Managing & Maintaining Project Management Standards
    - Consolidation, Refining, Access Permission, Retiring
  - Sharing PM Standards & Best Practices across projects and verticals
  - Evaluating PM tools and adopting right tools for Project Management
  - Trainings on various project management related key topics
  - Ensuring optimum resource (equipments, human, machine, general expenses, vendor services) utilization on any projects across organization
  - For effective decision making managing project progress across the organization using same parameters and reporting to senior management
  - Ensure every project follows the agreed processes
  - Manage a pool of project managers
  - First Level of Escalation for Project Managers
  - Approving project charter

High-Level Roadmap of PMO

- Setup a PMO: Define R&R of PMO, PM, Consultants

- Create Knowledge Repository of PMO. Define access control.

- Keep basic templates under repository.

- Define processes of updating & Sharing OPA

- **Select First Project Under PMO**

- Work on the project for 5 days and define PM consultant's engagement level* and project management methodology & approach.

*Engagement level will decide time and frequency of PM Consultant need to get involved in project life cycle.

Consulting Deliverables

- PMO Defined with Roles & Responsibilities
- OPA Established
- Project Charter, Stakeholder Register in Place
- Project Management Framework (processes) in place
- Stakeholders Expectations set
- High level Project Scope, Efforts, Cost & Schedule Baselined
- PMO staffed is trained on required processes and documentation
- Future level of engagement of PM Consultant is determined

Corporate Workshops

➢ Accenture	➢ ISKCON
➢ Amadeus	➢ JP Morgan
➢ Andritz	➢ KPMG
➢ Aurovision	➢ L&T Infotech
➢ AXA	➢ Mphasis
➢ Bank of America Continum Services	➢ Multi Media Communication
➢ Birlasoft	➢ Reliance Industries Limited
➢ Chemfab	➢ SAP
➢ Dell	➢ Schneider Electrics
➢ Deutsche Bank	➢ SiTEL
➢ ECCI	➢ Tagros Chemical
➢ Ericsson	➢ Tensor Infotech
➢ Future Focus Infotech	➢ Tyco
➢ Hewitt Aon	➢ Uninor
➢ Hibu	➢ United Health Group
➢ IBM	➢ Vikram Solar
➢ Infineon	➢ WNS
➢ Infinite Computers	➢ Zamil Infrastructure

Public Workshop People Participated from..

➤ ABB	➤ Cisco	➤ Godrej
➤ ABM Knowledge Ltd	➤ Cognizant	➤ Gujarat gas
➤ Acer Dubai	➤ CSC	➤ HCL
➤ Airtel	➤ Dell	➤ HDI System Technologies
➤ Allsec	➤ Delphi	➤ Honeybell
➤ Analoug	➤ Department of Finance (PH)	➤ HP
➤ ANZ bank	➤ Dover India	➤ HSBC
➤ Arcelor Mittal	➤ Dreamorbit	➤ Huari Telecom
➤ Avaya	➤ EDS	➤ Huwei
➤ Bank of New York	➤ Ellucian	➤ IBM
➤ Birla Sunline Insurnace	➤ Emerio	➤ ICICI Pru
➤ Caliber Point	➤ Emerson	➤ Infosys
➤ California software	➤ Federal Mugal	➤ INSEAD
➤ Capgemini	➤ Feedback Infra	➤ Intelent Global
➤ CBAY Systems	➤ Gammon India Ltd	➤ ITC Intotech
➤ CGI	➤ Genpact	➤ ITC

Public Workshop People Participated from..

➢ Kale consultants	➢ Pyramid IT	➢ SXChange
➢ L&T Infotech	➢ Qualcomm	➢ Tagros Chemicals
➢ LeoTech	➢ RBS	➢ TATA AIG
➢ Mayniland Waters	➢ Real Page	➢ Tata Elexi
➢ Multi Media Communication	➢ Reckitt	➢ TCS
➢ NCS	➢ Reliance Communication	➢ Temenos
➢ Netambit	➢ Rockwell	➢ Thales Software India
➢ NICT	➢ Rolta	➢ TOYOTA
➢ NIIT Technologies Limited	➢ S & P Capital IQ	➢ Turner & Toronsent
➢ Nokia Seimens	➢ Samin Tech. India Pvt Ltd.	➢ TWISS
➢ Opera Solutions	➢ Schneider Electrics	➢ Uninor
➢ Orange	➢ Service India	➢ Verizon
➢ Pata Infotech	➢ Smart Communications	➢ Wheels India
➢ Pepsico	➢ Smart Telecoms	➢ Wipro
➢ Pratt and Whitney	➢ Standard Charted Bank	➢ Wire & Wireless India Ltd
➢ Punjab infotech	➢ Sun Guard	➢ Xansa
	➢ Sutherland	➢ Xerox

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