

PERFORMANCE REPORT

BRAIN TECH
19/6/2023

BACKGROUND

This performance report is an essential function of the company's project management team. This will provide information to the entire business team and shareholders on the status of and the changes made on the project. This report includes a complete analysis of project performance, risk status, completed work, business progress forecasts, analysis, and amendments. There is no standard format for this report. Marrylind Grace Ann, the project manager will meet with the project sponsors and shareholders. They will agree on what format to follow and what data to be included in the report. Part of their discussion will be to agree on the frequency of this report.

The performance report will always be shared to all participants in advance in order to have enough time for content review. The main purpose of the performance report is to provide summary and communication in terms of project information. This is to let all shareholders know about the project's progress.

PERFORMANCE ANALYSIS

The Predictive Maintenance For HVAC Systems in a Commercial Building project has been, so far, successful thanks to the hard work of all members of the project team. All members continue to undertake all activities and assigned tasks for the continued success of the project. As the project is about to commence the testing phase, the entire project team has accomplished the designing, planning, and building elements of the project.

Throughout the entire phase of the project, BRAIN TECH showed a cumulative variance schedule of 2 months and 15 days, and a variance cost of RM 14000. The company's entire variance value is RM 14000. This clearly shows that while the company is a bit behind in schedule, it will surely be back on schedule within a week as the project enters the testing phase.

Here is a summary of how the company's work performance has impacted cost.

PROJECT PERFORMANCE REPORT	
Project: Predictive Maintenance For HVAC Systems in a Commercial Building	Date: 19/6/2023

Work Performance Element	Earned Value Performance	Planned Value Performance	Actual Cost Value	Schedule Variance	Variance for Cost	Schedule Performance Index (SPI)	Cost Performance Index (CPI)
Project Management	2100.00	2100.00	2100.00	0.00	0.00	1.00	1.00
Stakeholder Analysis	600.00	\$0.00	\$0.00	0.00	0.00	1.00	1.00
Data Collection	4400.00	\$0.00	\$0.00	0.00	0.00	1.00	1.00
Dataset Preparation	1200.00	\$0.00	\$0.00	0.00	0.00	1.00	1.00
Model Selection	1200.00	\$0.00	\$0.00	0.00	0.00	1.00	1.00
Model Training	6000.00	6000.00	6000.00	0.00	0.00	1.00	1.00
Testing and Evaluation	1500.00	1500.00	1500.00	0.00	0.00	1.00	1.00
Documentation and Reporting	1500.00	1500.00	1500.00	0.00	0.00	1.00	1.00
Knowledge Transfer	500.00	500.00	500.00	0.00	0.00	1.00	1.00

Totals:	18100.00	18100.00	18100.00	0.00	0.00	1.00	1.00
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RISK AND OTHER ISSUES

The company's project team has identified and resolved a lot of risks and issues, and while doing so, they do not expect any impact on cost and schedule. Moreover, as risks and performance issues are fixed, the staff and shareholders will be informed and will be given updated performance reports.

SUMMARY

The project team has successfully developed Predictive Maintenance for HVAC Systems. While testing must still be conducted as we enter the next phase of the project, the management and the shareholders are expecting the product to perform well in the market.

In the next performance reporting, data on the product's full-scale performance and material will be included. Product samples will be subjected to standardized testing procedures and marketing and consumer analysis.

One important lesson learned from this performance report is that all project changes must be recognized and approved by the entire staff and shareholders. This will make it easier for the project team to implement changes. This information will be included in the performance report documentation.

SAEDATUL IZZAH
Assistant Project Manager
19/6/2023