# Project Charter

# "Data Warehousing Project"

## 1. Project Title

### DRG Claims Data Warehousing

## 2. Project Sponsor

**Name:** Tiffany Daryl
**Title:** Chief Information Officer (CIO)
**Organization:** ABC Corporation

## 3. Project Manager

**Name:** Jheonard L. Cuer
**Title:** IT Project Manager
**Email:** jclibredo@gmail.com
**Phone:** (+63) XXX-XX-572

## 4. Project Purpose / Business Need

ABC Corporation lacks a centralized data repository, leading to inconsistent reporting, duplicated data, and inefficient decision-making. This project aims to build a scalable and reliable data warehouse to consolidate enterprise-wide data, improve analytics, and support strategic business decisions.

## 5. Project Objectives

- Design and implement a centralized data warehouse.
- Migrate and integrate data from at least five existing source systems. - Ensure high data quality, consistency, and security.
- Enable self-service business intelligence and reporting capabilities. - Complete project within 9 months with a budget of 750,000.

## 6. Project Scope

**In Scope:**

- Data extraction, transformation, and loading (ETL) from core system EMR *(electronic medical record)*
- Data modeling and architecture design snowflake schema
- Data governance and quality framework implementation
- BI tool integration Power BI
- User training and documentation

**Out of Scope:**

- Real-time data streaming
- Legacy system upgrades
- Data science/machine learning integration

# 7. High-Level Requirements

- Scalable cloud-based data warehouse platform Snowflake
- Secure access controls and audit logging
- Integration with existing analytics tools
- Data refresh frequency: Real Time
- Compliance with GDPR and industry standards

# 8. Key Stakeholders

| Name Role Department |
| --- |
| Tiffany Daryl Project Sponsor IT Leadership |
| Jheonard Cuer Project Manager IT |
| Juan Dela Cruz Data Architect IT |
| Bag Lee BI Analyst Business Ops |
| Jordan Thompson Compliance Officer Legal/Compliance |
| Various end users Reporting consumers All Departments |

# 9. Milestones

| Milestone Target Date |
| --- |
| Project Kickoff Sept 15, 2025 |
| Requirements Gathering Complete Oct 10, 2025 |
| Data Architecture Finalized Nov 1, 2025 |
| ETL Development Completed Dec 20, 2025 |
| Initial Data Load & Testing Jan 15, 2026 |

User Acceptance Testing (UAT) Feb 10, 2026

Go-Live Mar 1, 2026

**Milestone Target Date**

Project Closeout Mar 15, 2026 **10. Budget**

# Estimate

**Total Budget:** Php750,000
**Breakdown:**

- Software & Licensing : Php250,000
- Cloud Infrastructure : Php150,000
- Staffing & Contractors : Php250,000
- Training & Support : Php50,000
- Contingency : Php50,000

# 11. Risks & Assumptions

**Risks:**

- Delays in data source availability
- Resistance to change from departments
- Underestimation of data cleansing effort

**Assumptions:**

- Stakeholders will be available for reviews
- Source systems will provide needed data access ·
Project team has required technical expertise

# 12. Approval

**Project Sponsor Signature:** _____
**Date:** _____

**Project Manager Signature:** _____
**Date:** _____