|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Initiation** | Project Manager | Project Developer | Quality Assurance | System Analyst |
| Project Team Creation | A | R | I | I |
| Determine Project | A | I | R | C |
| Identifying Requirements | A | I | R | C |
| Develop Project Proposal | A | I | R | C |
| **Planning** |  |  |  |  |
| Information Gathering | A | R | I | I |
| Delegation of Task | A/R | I | I | I |
| Define Scope | A | R | I | I |
| Develop Project Plan | A | R | I | C |
| Team and Client Meeting | R | I | A | C |
| **Execution** |  |  |  |  |
| System Design | A | R | I | C |
| Client meeting | A | I | R | C |
| System Development | I | R | A | C |
| **Monitoring and Controlling** |  |  |  |  |
| Create quality assurance plan | R | A | A | C |
| Perform quality testing | R | A | A | C |
| Account Restrictions | I | R | A | A |
| **Closing** |  |  |  |  |
| Finalizing of documents | A | I | R | R |
| Turnover system to client | A | I | R | C |

**LEGEND**

R - Responsible

A - Accountable

C - Consulted

I - Informed