**Project Planning Charter: List of approved initiatives for building capability in CMB**

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| Name of initiative | Activity list | Responsibility | Timeline for completion | Progress review date |
| Role Clarity for CMB | * Clarity on ideal org structure for CMB * Job Description exercise to understand as is responsibilities | Mohit/Hoshi  Charles | DONE  30 Nov | N.A.  15 Nov |
| Competency Mapping\* | * Functional competencies * Behavioral/Leadership competencies | CMB team  Charles with support from HR Team | 15 Jan  15 Jan | 10 Jan  10 Jan |
| Management Trainee | * Getting short term and long term roles for MTs * Designing management trainee cross functional program for 1 year * Offers to MT’s * Joining of MT’s | Amit  Charles  Amit  Amit | 30 Nov  31 Dec  Mid Jan 2013  July 2013 | 15 Nov  15 Dec  Ongoing  Ongoing |
| Functional Training | * CMB Training needs Identification * Training design and delivery | Charles  Charles | DONE  Q3 and Q4 based on availability of budgets/trainers etc | N.A.  Ongoing |

\*Competency mapping – HR proposes a thorough competency mapping exercise for CMB. As per T.V.Rao Learning Systems “Competency mapping is the process of identification of the competencies required to perform successfully a given job/role/a set of tasks at a given point of time. It consists of breaking a given role or job into its constituent tasks or activities and identifying the competencies (technical, managerial, behavioral, conceptual knowledge, attitudes, skills, etc.) needed to perform the same successfully. Competency mapping is **benefits** the organization in the following areas – **recruitment, PMS, identification of high potentials, training, succession planning** etc