

# Stakeholder Register

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## Stakeholder Register

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## Stakeholder Register

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**Project:** Self-Charging Electric Vehicles (SCEV)

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### Document Purpose

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This Stakeholder Register identifies and documents detailed information about project stakeholders, their requirements, expectations, and influence levels. This document serves as the foundation for stakeholder engagement planning and communication strategy.

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### 1. Stakeholder Identification Summary

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#### Primary Stakeholders (High Power, High Interest)

- **Potential EV Buyers:** High interest due to addressing range anxiety and charging infrastructure limitations. High power due to market demand driving project success.
- **Project Sponsor:** (To be identified – see Section 3) High power due to budget control and decision-making authority. High interest in project success and ROI.
- **Engineering Team Lead:** (To be identified – see Section 3) High power due to technical decision-making and resource allocation. High interest in successful technology integration.

#### Secondary Stakeholders (Variable Power/Interest)

- **Marketing & Sales:** Moderate power and high interest in showcasing innovative technology and attracting customers.
- **Manufacturing Team:** High power in terms of production feasibility and cost. Interest level depends on manufacturing challenges.

- **Supply Chain Management:** Moderate power and high interest in securing components and managing costs.
- **Regulatory Agencies (e.g., NHTSA, EPA):** High power due to safety and environmental regulations. Interest level depends on project compliance.
- **Investors/Shareholders:** High power due to financial investment and project viability. High interest in ROI and market success.

## 2. Detailed Stakeholder Information

### Stakeholders Identified from Project Analysis

Stakeholder Name	Role/Title	Organization	Project Role	Contact Information	Power Level
Potential EV Buyers	Customer	N/A	End User	TBD	High
Project Sponsor	TBD	[Company Name]	Project Sponsor	TBD	High
Engineering Team Lead	TBD	[Company Name]	Technical Lead	TBD	High
Marketing & Sales Team	Marketing/Sales Team	[Company Name]	Communication & Outreach	TBD	Moderate
Manufacturing Team	Manufacturing Team	[Company Name]	Production	TBD	High
Supply Chain Management	Supply Chain Manager	[Company Name]	Procurement	TBD	Moderate
Regulatory Agencies	Regulatory Officials	Government Agencies	Compliance	TBD	High
Investors/Shareholders	Investors/Shareholders	Investment Firms/Company	Financial Oversight	TBD	High

## 3. Organizational Stakeholders (Requires Organizational Input)

[Educational Instruction: The following stakeholders are typically required for projects of this type but need to be confirmed and detailed using organizational data sources.]

### Executive Stakeholders

[Instruction: Consult organizational charts and identify the following executive stakeholders for this project:]

- **Project Sponsor:** [TBD - Name and Title, e.g., CEO, VP of R&D]
- **Executive Sponsor:** [TBD - Name and Title, e.g., CFO, Head of Automotive Division]
- **Steering Committee Members:** [TBD - List names and titles of key decision-makers across relevant departments]

### Functional Stakeholders

[Instruction: Based on project requirements, identify stakeholders from the following departments:]

- **IT Department:** [TBD - List names and titles, e.g., IT Director, Network Administrator, Cybersecurity Manager]
- **Legal/Compliance:** [TBD - List names and titles, e.g., General Counsel, Compliance Officer]
- **Finance:** [TBD - List names and titles, e.g., CFO, Finance Manager, Budget Controller]
- **Human Resources:** [TBD - List names and titles, e.g., HR Director, Compensation Manager]

### External Stakeholders

[Instruction: Consider the following external stakeholder categories based on project scope:]

- **Vendors/Suppliers:** [TBD - List company names and contact persons for key suppliers of solar cells, battery technology, etc.]
- **Regulatory Bodies:** [TBD - List specific agencies and contact persons, e.g., NHTSA contact, EPA contact]
- **End Customers (indirect):** Dealerships, charging station operators (their interest is in increased EV sales and reduced need for extensive charging infrastructure).

## 4. Stakeholder Analysis Matrix

### Power/Interest Grid

High Power, High Interest	High Power, Low Interest
Project Sponsor, Executive Sponsor, Potential EV Buyers, Engineering Team Lead	Investors/Shareholders (initially), Regulatory Agencies
Low Power, High Interest	Low Power, Low Interest
Marketing & Sales, Manufacturing Team, Supply Chain Management	(Potentially some internal staff not directly involved)

## 5. Stakeholder Requirements and Expectations

### Communication Preferences

Stakeholder	Preferred Communication Method	Frequency	Key Information Needs
Potential EV Buyers	Website, Social Media, Ads	Regularly (campaigns)	Range, charging, cost, features, environmental impact
Project Sponsor	Formal reports, meetings	Weekly/Bi-weekly	Budget, schedule, milestones, risks, technical progress

Stakeholder	Preferred Communication Method	Frequency	Key Information Needs
Engineering Team Lead	Technical reports, meetings	Daily/Weekly	Technical specifications, component performance, test results
Marketing & Sales Team	Presentations, email	Weekly/Monthly	Marketing materials, sales data, customer feedback
Manufacturing Team	Meetings, progress reports	Weekly	Production schedules, component availability, cost analysis
Supply Chain Management	Email, phone calls, meetings	Weekly	Component availability, pricing, delivery schedules
Regulatory Agencies	Formal reports, meetings	As needed	Safety compliance reports, environmental impact assessments
Investors/Shareholders	Financial reports, presentations	Quarterly	Financial performance, market analysis, progress updates

## 6. Data Sources and Completion Instructions

### To Complete This Register:

- 1. Review Generated Stakeholder Analysis:** Validate the stakeholders extracted from the project description.
- 2. Consult Organizational Assets:** Utilize organizational charts, contact lists, and previous project documentation.
- 3. Conduct Stakeholder Interviews:** Schedule meetings with key stakeholders to confirm requirements and preferences.
- 4. Update Contact Information:** Fill in missing contact details.

### Recommended Next Steps:

- 1. Stakeholder Analysis Workshop:** Review this register with the project team to ensure accuracy and completeness.
- 2. Stakeholder Engagement Plan:** Develop a plan outlining communication strategies and engagement levels.
- 3. Regular Updates:** Update this register throughout the project lifecycle.

*This document was intelligently pre-populated by analyzing the provided project description. Please review, validate, and complete the organizational sections to ensure comprehensive stakeholder coverage.*