-

**Table of Contents**

[General Information 2](#_Toc530323261)

[Project Objective 3](#_Toc1716009993)

[Assumptions 3](#_Toc75462230)

[Project Scope 4](#_Toc92477840)

[Project Milestones 4](#_Toc253527932)

[Impact Statement 5](#_Toc1993975218)

[Roles and Responsibilities 5](#_Toc19789383)

[Resources 6](#_Toc250835258)

[Project Risks 7](#_Toc87078681)

[Success Measurements 7](#_Toc1201862186)

[Signatures 7](#_Toc1168591807)

**A. General Information**

|  |
| --- |
| **General Information** |

|  |  |  |  |
| --- | --- | --- | --- |
| ***Project Title:*** | Development of a World-Class Network Infrastructure for Thukela District Main Hospital. | | |
| ***Brief Project Description:*** | Implementation of a robust and secure network infrastructure to provide fast and reliable internet connectivity to Thukela District Main Hospital, addressing current IT challenges and supporting efficient hospital operations. | | |
| ***Prepared By:*** | ProTech Team | | |
| ***Date:*** | 2024/08/06 | ***Version:*** | 1.0 |
|  | | | |
| **Project Objective** | | | |

|  |
| --- |
| **Value Addition:**  Enhances operational efficiency, improves patient care, and ensures data security.  **Alignment with Strategic Priorities:**  Supports the Thukela District Municipality’s goal of improving healthcare services and digital infrastructure.  **Expected Results:**  Reliable network connectivity, improved data management, and enhanced security measures.  **Deliverables:**  Network design and installation, upgraded IT equipment, security systems, and staff training.  **Benefits:** Improved hospital operations, better patient care, secure data management, and increased staff efficiency.  **Problems Resolved:**  Outdated IT infrastructure, missing patient files, and insufficient security measures. |

|  |
| --- |
| **Assumptions** |

|  |
| --- |
| * Openserve will provide reliable connectivity. * Necessary equipment and resources will be available on time. * Hospital staff will be cooperative and receptive to training. * Budget and timeline will be adhered to without significant delays. * Network installation will be feasible given the hospital's current infrastructure. |

|  |
| --- |
| **Project Scope** |

|  |
| --- |
| * Design and installation of the network infrastructure. * Implementation of security systems. * Procurement and setup of IT equipment. * Training programs for ICT support and hospital staff. |

|  |
| --- |
| **Excluded from the scope** |

|  |
| --- |
|  Expansion of the network beyond the hospital premises.   Major renovations or structural changes to hospital buildings. |

|  |  |
| --- | --- |
| |  | | --- | | **Project Milestones** | |

|  |  |  |
| --- | --- | --- |
| **Milestones** | **Deliverables** | **Date** |
| Project Initiation | Kick-off meeting, Stakeholder engagement | August 15, 2024 |
| Planning | Approved network design, Equipment procurement | September 30, 2024 |
| Implementation | Installed network, Setup IT equipment, Security systems in place | January 31, 2025 |
| Training | Training materials, Completed training sessions | February 28, 2025 |
| Closure | Final testing, Project documentation, Handover | March 31, 2025 |

|  |
| --- |
| **Impact Statement** |

|  |  |
| --- | --- |
| **Potential Impact** | **Systems / Units Impacted** |
| Improved Connectivity | Entire hospital network and operations |
| Enhanced Security | Data management systems |
| Upgraded IT Equipment | Hospital wards and offices |
| Staff Training | ICT support staff, Medical and administrative staff |

|  |
| --- |
| **Roles and Responsibilities** |

# 

|  |  |
| --- | --- |
| **Sponsor:** Provides overall direction on the project. Responsibilities include: approve the project charter and plan; secure resources for the project; confirm the project’s goals and objectives; keep abreast of major project activities; make decisions on escalated issues; and assist in the resolution of roadblocks. | |
| **Name** | **Email / Phone** |
|  |  |
|  |  |
| **Project Manager:** Leads in the planning and development of the project; manages the project to scope. Responsibilities include: develop the project plan; identify project deliverables; identify risks and develop risk management plan; direct the project resources (team members); scope control and change management; oversee quality assurance of the project management process; maintain all  documentation including the project plan; report and forecast project status; resolve conflicts within the project or between cross-functional teams; ensure that the project’s product meets the business objectives; and communicate project status to stakeholders. | |
| **Name** | **Email / Phone** |
| Maduvha M. | ST10191191@rcconnect.edu.za |
|  |  |
| **Team Member:** Works toward the deliverables of the project. Responsibilities include: understand the work to be completed; complete research, data gathering, analysis, and documentation as outlined in the project plan; inform the project manager of issues, scope changes, and risk and quality concerns; proactively communicate status; and manage expectations. | |
| **Name** | **Email / Phone** |
| Ntsako M. | ST10155751@rcconnect.edu.za |
| Mpho R. | STXXXXX@rcconnect.edu.za |
| Masana M. | ST10211933@rcconnect.edu.za |
| Chuene T. | ST10179994@rcconnect.edu.za |
|  | |

|  |
| --- |
| **Resources** |

# 

|  |  |
| --- | --- |
| **Resource** | **Constraints** |
| Project Budget | R 2,500,000 |
| Network Engineers | |  | | --- | |  |  |  | | --- | | R 500,000 | |
| IT Support Staff | R 400,000 |
| Training Specialists | R 150,000 |
| Security Experts. | R 300,000 |
|  | |
| **Project Risks** | |

|  |  |
| --- | --- |
| Risk | Mitigation Strategy |
| Equipment Delivery Delays | Reliable suppliers, contingency plans |
| Insufficient Staff Training | Multiple training sessions, ongoing support |
| Security Breaches | Robust security protocols, regular audits |
| Staff Resistance | Early stakeholder engagement, emphasize benefits |

|  |
| --- |
| **Success Measurements** |

* **Metric:** Reliable network connectivity established.
* **Target:** 100% network uptime, all staff trained, zero security incidents within the first year.

|  |
| --- |
| **Signatures** |

|  |  |  |
| --- | --- | --- |
| **Customer:** |  |  |
| **Name** | **Signature** | **Date** |
|  |  |  |
|  |  |  |
| **Project Sponsors:** |  |  |
| **Name** | **Signature** | **Date** |
|  |  |  |
|  |  |  |
| **Project Manager:** |  |  |
| **Name** | **Signature** | **Date** |
| ***Maduvha M.*** |  | **2024/08/07** |
|  |  |  |