|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| ProjectName | Project Sushi Train | Start Date | | 1st September 2020 | |
| ProjectManager | Jamie Johnston | Target End Date | | 31st December 2020 | |
| Problem Statement | | In-scope | | Out-of-scope | |
| In the last 12 months, 15% of our sushi dishes have not been consumed per day and subsequently disposed of.This has caused inventory expenses to increase by 20% year- on-year and negatively impacts our profits | | Current menu | | New dishes in pipeline | |
| Timeline | | | |
| State Gate | | Start | End |
| Goal Statement | | Start | | Sep 1 |  |
| Minimize food wastage and optimize profits by simplifying the menu and reducing menu  items from 60 dishes to 30 dishes by December 2020 | | Deline | | Sep 1 | Sep 14 |
| Measure | | Sep 15 | Sep 30 |
| Analyse | | Oct 1 | Oct 22 |
| Benefits – Bussiness | | Improve | | Oct 23 | Nov 23 |
| * Less food being thrown out * Higher profit margin | | Control | | Nov 24 | Dec 31 |
| End | | Dec 31 |  |
| Key Metrics | | | |
| Benefits - Customer | | Metric | Baseline | Target | Unit |
| * Reduction in large amount of options * Better customer experience | | Dishes | 60 | 30 | Count |
| Inventory  Item types | 40 | 25 | Count |
| Profit per month | 5,000 | 8,000 | US Dollars |
| Role | | Name | | Status | Date |
| Executive Sponsor | | Jane Jones | | Approved | Aug 24 |
| Process Owner | | Jane Jackson | | Approved | Aug 24 |
| Project Manager | | Jamie Johnson | | Approved | Aug 24 |

A screenshot of a project charter

Description automatically generated