



# RACI

Phase	Level	Cost Account	Work Package Number	Work Package Description	Project Manager	Front-End Developer	Back-End Developer	Data Engineer	Data Analyst	Data Scientist	Test Engineer	Deployment Manager	Technology Director	Leadership
Define and Plan	1 - Project Management	1.1 - Project Management	1.1.1	Define Project Objectives and Scope	R,A								I	C,I
			1.1.2	Appoint Project Team and Key Stakeholders	R,A								I	C,I
			1.1.3	Obtain Initial Budget Approval	R,A								I	C,I
			1.1.4	Develop Project Charter	R,A								I	C,I
			1.1.5	Conduct Risk Assessment	R,A								I	C,I
Develop	2 - Web Development	2.1 - Front End Developers	2.1.1	Wireframe Design	A,I	R	C,I				I		C,A,I	
			2.1.2	UI/ UX Design	A,I	R	C,I				I		C,A,I	I
		2.2 - Back End Developers	2.2.1	Develop User Authentication System	A,I	C,I	R				I		C,A,I	
			2.2.2	Establish WhatsApp Integration Module	A,I	C,I	R				I		C,A,I	
			2.2.3	Testing and Integration Verification	A,I	C,I	R				I		C,A,I	
			2.2.4	Implement Export and Reporting Features	A,I	C,I	R				I		C,A,I	I
	3 - Data	3.1 - Data Engineering	3.1.1	Develop Data Collection Module	A,I			R	C,I	C,I			C,A,I	
			3.1.2	Organize WhatsApp Chat Data	A,I			R	C,I	C,I			C,A,I	
			3.1.3	Data Accuracy and Completeness Verification	A,I			R	C,I	C,I			C,A,I	
			3.1.4	Verify Data Security and Privacy Compliance	A,I			R	C,I	C,I			C,A,I	I
		3.2 - Data Analytics	3.2.1	Create Data Visualization Dashboards	A,I			C	R				C,A,I	
			3.2.2	Implement Initial Data Analysis Features	A,I			C	R				C,A,I	
			3.2.3	Advanced Dashboard Customization Options	A,I			C	R				C,A,I	I
		3.3 - Data Science	3.3.1	Implement Sentiment Analysis Algorithms	A,I			C		R			C,A,I	
			3.3.2	Enable Keyword and Topic Tracking	A,I			C		R			C,A,I	
			3.3.3	Accuracy Testing and Refinement	A,I			C		R			C,A,I	I
Test	4 - Testing	4.1 - Testing	4.1.1	Conduct Performance Testing	A,I	C,I	C,I	C,I	C,I	C,I	R	I	C,A,I	
			4.1.2	Quality Assurance Testing	A,I	C,I	C,I	C,I	C,I	C,I	R	I	C,A,I	
			4.1.3	User Acceptance Testing	A,I	C,I	C,I	C,I	C,I	C,I	R	I	C,A,I	
			4.1.4	Address Bugs and Usability Issues	A,I	C,I	C,I	C,I	C,I	C,I	R	I	C,A,I	I
Deploy	5 - Deployment	5.1 - Deployment	5.1.1	Prepare for Official Launch	A,C,I							R	C,I	I
			5.1.2	Create User Documentation and Guides	A,C,I							R	C,I	I
			5.1.3	Deploy the Tool to a Production Environment	A,C,I							R	C,I	C,I
Close	6 - Project Closure	6.1 - Project Closure	6.1.1	Project Review and Assessment	R,A									C,I
			6.1.2	Handover to Operational Teams	R,A									C,I
			6.1.3	Document Lessons Learned and Archive Project Documentation	R,A									C,I

R (Responsible): The person or role responsible for performing the task.

A (Accountable): The person ultimately accountable for the task's success.

C (Consulted): Individuals or roles to be consulted before the task is completed.

I (Informed): Individuals or roles to be kept informed after the task is completed.