

PROJECT CHARTER

Project Title: Online Food Delivery System.

Project Sponsor: Restaurant Owners.

Date Prepared: 9/11/2022.

Project Manager: _____

Project Customer: Owners.

Project Purpose or Justification:

Since, covid era the restaurants who did not had food delivery system faced major blow in their business as people were scared to go out and eat, so they preferred to order their food from the comfort of their home. Even, nowadays majority of the people order their favourite food online from their preferred restaurants. Further, the main objective of this project is to boost the business of restaurants by introducing them to mobile application and e-commerce website. This two platforms can really help restaurant owners to have successful business in food industries. This platforms will be the beneficial to the owners as it will be the great source of revenue generation.

Project Description:

The detail information about this project is mentioned in this document. The project owner and the stakeholders can track the development of this project by reviewing this document, by this they will have complete knowledge about the progress made in the project. This document will define each and every milestones of the project at each level. This mobile application and e-commerce website will be compatible to the browsers of mobile phones and computers. Furthermore, technical development team will look after the development of mobile application and website and this both platforms will be available country-wide to use. Any restaurant owner can make use of this platforms to boost their business and it will also provide employment to the external delivery contractors.

High-Level Requirements:

Following are the some of the high-level requirements of this project:

- 1) Registration Form. 2) Product Add, Edit, Delete modules. 3) Members Add, Edit, Delete modules. 4) Customer Information. 5) Customer's Order Management. 6) Payment Management. 7) Tracking of Customer's Order.

High-Level Risks:

There are two high level risks in this project one of them is the functionality of mobile application and e-commerce website, because whole business idea depends on it if this platforms broke down due to technical fault than whole business can be in jeopardy. The another risk factor is the secure payment transactions. All, the transactions should be done securely without any breach of privacy.

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Project Objectives	Success Criteria	Person Approving
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Scope:

This project will create both mobile application and e-commerce website with all the proper functions.	This will be a successful project if it will be done within time and budget and at the same with all the functions working properly.	Client or Manager
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Time:

Estimated 3 months	To complete whole project in a given time	Client or Manager
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Cost:

The approximate cost is \$255,000	To complete project within budget.	Client.
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Other:

Quality should be maintained.	To complete project with best quality.	Client.
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Summary Milestones	Due Date
Project Initiation	Oct 15
Project Planning	Oct 25
Project Executing	Nov 10
Monitoring & controlling	Dec 5
Closing	Dec 15

Estimated Budget:

The estimated budget of the entire project is around \$255,000 if any new addition would be made than the cost of the budget is going to increase according the new changes made.

Stakeholders	Role
Developers	Responsible for developing mobile-application and website according to clients demand.
Team Leader	Responsible for guiding group of employees.
Client	Approves plans, provide funds, request changes and approves final deliverables of the project.
Project Manager	Responsible for Planning, Organizing, and directing the whole project and ensuring the project is on time, on budget and within scope.
Support Team	Supports in every aspect of the project and helps in reducing and solving issues.
Testing Team	Responsible for making sure that every function is working properly and according to the requirements before delivering the final project to the client.
Restaurants Owner	They are going to use this project to increase their business.

Project Manager Authority Level:

Staffing Decision:

The project manager can hire, fire or select the number of employees that are going to be involved in the project. Project manager can also assign specific roles to all the employees.

Budget Management and Variance:

The Project Manager has the responsibility to complete whole project within budget and if the client demands for additional features than the manager can also demand for extra budget from the clients.

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Technical Decision:

The Project Manager has to take all the technical decisions along with hiring technical experts to carry out the technical part of the project. Project Manager will approve the technology that is going to be used in the project.

Conflict Resolutions:

The Project Manager has the most important responsibility of carrying out the project. He/She is going to make every decision regarding the project so, if there is any conflict either between the staff or between staff and clients it's his/her responsibility to resolve conflict to carry out the smooth conduct of the project.

Approvals:

Project Manager Signature: _____

Project Manager Name: _____

Date: _____

Sponsor or Originator Signature: _____

Sponsor or Originator Name: _____

Date: _____

