IT Project Management Framework

**Assess**
- **Concept Brief**
  - Develop Concept Brief
  - Assess project sizing
  - Assess stakeholders & change impact
  - Assess Fast-Track or Agile options

- **Business Case**
  - Business Case
  - Project Sizing and Change Impact assess.
  - Tech Strategy alignment and EA assess.
  - 3rd Party Due Diligence (SaaS)

- **Project Brief**
  - Develop Project Brief
  - Setup project & PMO controls.
  - Mobilise project: kick-off
  - Develop plan and schedule
  - Design service and create PAC
  - Develop PID

- **Workbook & Highlight Rprt**
  - Project Initiation Doc (PID)
  - Architecture & Information Security Contract
  - RASC Assessment Risk Register & next Stage Plan/s

- **IT Standards Assessment**
  - Solution Architecture Design
  - Information Security Threat & Risk Assessment
  - Service Considerations Checklist

- **Procurement Plan**
  - Evaluation Shortlist & Procurement Evaluation Report
  - Detailed Design/s Test Strategy

- **Business Reqs. (BRD)**
  - UAT Signoff Business Readiness & Transition Plan

- **High Level Design (HLD)**
  - CAB Checkpoint

- **Architecture & Information Security Contract**
  - End Stage Report & next Stage Plan/s

- **Board Go/No Go Decision**
  - Project warranty commences

- **RFC and CAB for Production Release**
  - Finalise handovers for PAC

- **Lessons Learned**
  - Lessons Learned Workshop

- **Collate End Project Report**
  - Close Project PMO Checklist

**Plan**
- **Design (High-Level)**
  - Develop detailed business reqs.
  - Analyse current state & define future state
  - Update Business Case

- **Procure**
  - Plan procurement

- **Build/Configure & SIT**
  - Design service and technical designs

- **Test**
  - Plan testing, acceptance and handover

- **Deploy**
  - Service Acceptance post-warranty

- **Transition**
  - Project warranty commences

**Key Deliverables**
- **Concept Brief**
  - Project Board approves PID & Stage Plan

- **Project Brief**
  - Project Board endorses procurement

- **Business Case**
  - PB endorses BRD, HL Design & Stage Plan

- **Workbook & Highlight Rprt**
  - PB approves UAT, Transition & Stage Plan

- **IT Standards Assessment**
  - PB approves Go Live

- **Procurement Plan**
  - PB approves service & request project closure

- **High Level Design (HLD)**
  - PB approves End Project Report & closes project

**Governance Approvals**
- **ITGC endorse Concept Brief**
  - ITGC endorse Business Case

- **Project Board approves PID & Stage Plan**
  - PB endorse BRD, HL Design & Stage Plan

- **Project Board endorses procurement**
  - PB approves UAT, Transition & Stage Plan

- **Highlighted Rprt**
  - PB approves Go Live

**Architecture Governance**
- **Project Sizing Checkpoint**
  - Architecture & Standards Compliance Checkpoint

- **Evaluation & Selection Checkpoint**
  - Detailed Design Checkpoint

- **As-Built Checkpoint**
  - CAB Checkpoint

**Stage Gates**
- **Stage Gates**
  - Strategic Business Need
  - Business Case
  - Procure Decision
  - Readiness for Service

**Principles** (throughout)
- Continued business justification
- Learn from experience
- Defined roles and responsibilities
- Manage by stages
- Focus on products and deliverables
- Manage by exception
- Agile-smaller-sooner Tailored offering

**Benefits**