## PROJECT MANAGEMENT PLAN

(Scope Definition segments to be incorporated into the first version of the plan)

## Date: Version No:

**PROJECT/PROJECT No:**

|  |  |
| --- | --- |
| **Project Name: Hospital Pengajar UniSZA** | **Client Name (Principal): Dato’Prof Dr Mohd Zabidi** |
| **HODT: Ir Haizan Hussein** | **Client Representative:** |
| **Project Manager (Design): Muhammad Syukri Khasim** | **Project Administrator:** |
| **Business Manager:** | **Other:** |

# Project Governance (*Indicate by position and name (if possible) those groups which will govern the project arrangements)*

1) KPKR

2) Kementerian Pelajaran Malaysia

3) Unit Perancang Ekonomi, JPM

# Delegations: (*Indicate major authority levels carried by governance groups or individuals – Project Office & Client)*

1) Pengarah CPPT JKR

2) Pengarah Kanan CKE JKR

# Objectives (*Summarise primary and secondary objectives of the project)*

Merancang dan melaksanakan projek pembinaan HP UniSZA dalam jangkamasa 40 bulan dengan kos RM 150juta.

**Scope:** *(Summarise major activities to be undertaken)*

Rujuk template definisi skop

**Schedule:** *(List key dates and references to work breakdown structure; includes all project + management milestones)*

Refer to JKR.PMMM.38\_Schedule

**Budget:** *(Provide summary of estimated cost and revenue budgets; includes all costs – project + management)*

Refer to JKR.PMMM.05\_BUDGET ESTIMATION

**Quality:** *(Overview of Corporate and Client’s requirements – indicate tolerances applicable; cross reference Quality Tracking)*

Refer to JKR.PMMM.36\_QTrackingSchedule

**Risk:***(Identify major risks – cross reference project specific Risk Assessment table & grid)*

Refer to JKR.PMMM.06\_RISK REGISTER

**Communications:** *(Cross reference internal / external communication structure – contact list – meetings and reports)*

Refer to

1. JKR.PMMM.35\_StakeholderMgmt,

2. JKR.PMMM.08\_Comm Network Diagram

3. JKR.PMMM.09\_contact list

4. JKR.PMMM.10\_Comms Matrix

**Human Resources:** *(Overview of major expertise required and source- cross reference Responsibility Assignment)*

Refer to JKR.PMMM.26\_JKR Personnel Assessment

**Procurement / Contracts :** *(Identify major procurement actions – cross reference procurement proposals)*

Refer to JKR.PMMM.11\_procurement plan

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| Indicate attachments which form part of the Project Management Plan |  |
| **Initial Scope Definition / Project Scope** |  |
| **Budget or Bid Spreadsheet** |  |
| **Financial Management – cost reporting** |  |
| **Gantt Chart or Schedule / Program of milestones, deliverables** |  |
| **Responsibility Assignment** |  |
| **Risk Assessment Table(s) / Grid** |  |
| **Communication Network Diagram / Contact List** |  |
| **Meetings & Reporting Schedule** |  |
| **OH&S - Safety Work Plan (if applicable)** |  |
| **Project Documentation Schedule** |  |
| **Quality Tracking** |  |
| **Procurement Strategy / Plan major items** |  |
| **Project Status Report** |  |
| **Project Completion Report** |  |
| **Other** |  |

Version 1.0 only - not required for subsequent updates

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| **Project Management Plan Submission Approvals** |
| Sign-on to be completed in accordance with project requirements and delegated authority levels.  Position: …………………………………….Signed: …………………………………….Date: ……………..  Position: …………………………………….Signed: …………………………………….Date: ……………..  Position: …………………………………….Signed: …………………………………….Date: ……………..  Position: …………………………………….Signed: …………………………………….Date: ……………..  Project Manager:…………….………………………………………………………….…Date:……………….. |