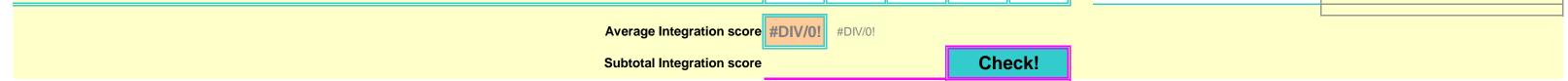
PROJECT HEALTH CHECK LIST- QUESTIONNAIRE									
For each question assign a score ranging from 1 <b>to 5.</b> Type X in appropriate box.	1	2	3 3	4	<b>5</b>	Ver. Julai 08			
<u>Rating Indicator</u> 1= Poor. 2= Weak. 3= Satisfactory . 4= Good. 5= Exc									
Scope	Remarks								
1 The project is well-defined and clearly understood at the start of the project.						ease mark by typing X			
2 There is a process for scope change.						ease mark by typing X			
<b>3</b> All scope changes are subjected to the scope change process.						ease mark by typing X			
4 There is a process to incorporate the impact of scope change with regard to the time and cost.									
5 There is client involvment during scope definition process and accountable and responsible for keeping the project within the scope.									
6 Are the project scopes and objectives been revisited and revalidated regularly.						ease mark by typing X			
Average Scope score #DIV/0! #DIV/0!									
Subtotal Scope score									
Time	1	2		answer al	Lauestion	Remarks			
There is a reasonable programme (including critical path and	<b></b>	2	3	4	5				
7 milestones) in place for the current project and an outline plan for completion of the remaining stages.						ease mark by typing X			
8 The project schedule updated (with both actual and estimate to complete) on at least a regular basis.									
9 The project schedule reflects all deliverables identified in the Project Definition Phase.									
10 The whole programs are distributed across life project cycle.									

11 The project is according to schedule						ease mark by typing X							
12 The project progress reflects the current scope.													
Average Time score #DIV/0! #DIV/0!													
Subtotal Time sco													
Cost	1	2	3	4	5	Remarks							
13 There is a detailed cost plan for the project and a summary cost plan throughout the project life-cycle.						ease mark by typing X							
14 There is a cost tracking system in place.						ease mark by typing X							
Budget variances (activity to date plus estimate to complete vs original budget plus approved changes requests) has been monitored and reviewed regularly.													
16 The cost tracking is up to date.						ease mark by typing X							
17 All cost variances have been approved in writing.						ease mark by typing X							
						ease mark by typing X							
Average Cost sco	e #DIV/0!	#DIV/0!											
Average Cost sco Subtotal Cost sco		#DIV/0!	Places		eck!								
		#DIV/0!	Please 3	Cho answer al 4									
Subtotal Cost sco		<u></u>			Lauastian								
Subtotal Cost sco Quality		<u></u>			Lauastian	Remarks							
Subtotal Cost sco Quality 18 There is a quality plan in place.		<u></u>			Lauastian	Remarks							
Subtotal Cost sco Quality 18 There is a quality plan in place. 19 Deliverables are subject to a quality plan.		<u></u>			Lauastian	Remarks							
Quality     18 There is a quality plan in place.     19 Deliverables are subject to a quality plan.     20 Remedial and corrective actions have been taken.     Standards and procedures for product or equipment technical performance of the project have been made available in accordance to	e 1	<u></u>			Lauastian	Remarks							
Subtotal Cost score     Quality     18   There is a quality plan in place.   1     19   Deliverables are subject to a quality plan.   1     20   Remedial and corrective actions have been taken.   1     21   performance of the project have been made available in accordance to quality plan.   1     22   The construction test plans are realistic (test strategy, test plan and test   1	e 1	<u></u>			Lauastian	Remarks							
Subtotal Cost score     Quality     18   There is a quality plan in place.   19     19   Deliverables are subject to a quality plan.   10     20   Remedial and corrective actions have been taken.   11     21   Standards and procedures for product or equipment technical performance of the project have been made available in accordance to quality plan.   12     22   The construction test plans are realistic (test strategy, test plan and test cases in place).   12	e 1				Lauastian	Remarks							

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PROJECT HEALTH CHECK LIST	- Ql	JEST	<b>FION</b>	NAI	RE	
Resources	1	2	3	4	5	Remarks
4 The right human resources are in place.						ease mark by typing X
5 Project team members are able to allocate sufficient time to the project.						ease mark by typing X
There is a good cooperation within the project.						ease mark by typing X
, All necessary material resources and appropriate technology are planned and have been made available for the project.						ease mark by typing X
8 The appropriate technology resource is available for the project.						ease mark by typing X
9 The project activities are well managed and supervised.						ease mark by typing X
Average Resources score Subtotal Resources score		#DIV/0!	<u>n</u>	Ch	eck!	
Communication	1	2	Please 3	answer al	5	Remarks
0 There is a communications plan in place.						ease mark by typing X
I All key stakeholders have been identified.						ease mark by typing X
2 Regular meeting involving JKR and all stakeholders are being held.						ease mark by typing X
Project information is up to date and readily accessible to JKR at all times.						ease mark by typing X
4 Performance report and/or project status report is submitted regularly.						ease mark by typing X
Average Communication score	#DIV/0!	#DIV/0!		<u> </u>		
Subtotal Communication score					eck!	
Risks	1	2	Please 3	answer al	question	n Remarks
5 There is risk plan in place.						ease mark by typing X
						_
6 Mitigation strategies are in place.						ease mark by typing X
7 Mitigation strategies are carried out as per risk plan.						
8 Regular risk reviews are undertaken.						ease mark by typing X
9 All risks and issues that have arisen are being managed.						ease mark by typing X
Average Risks score Subtotal Risks score		#DIV/0!			eck!	
Procurement	1	2	Please	answer al	5	Remarks
All departmental procurement procedures have been identified and adhered to accordingly			0			ease mark by typing X
Resource analysis was carried out at the inition stage of the QP 1 development and the result of the analysis was used to procure resources						ease mark by typing X
2 Project timing requirements are clearly defined in the Project QP						ease mark by typing X
<sup>3</sup> There was allowance for constraints and contingency plans in cases of deviations from the agreed procurement plan						ease mark by typing X
4 Contract uncertainties and constraints from scope definition were identified and managed accordingly						ease mark by typing X
Average Procurement score	#DIV/0!	#DIV/0!		<u>  </u>	<u> </u>	
Subtotal Procurement score		1			eck!	
Integration	1	2	<b>Blease</b> 3	<u>4</u>	5	Remarks
5 There is a "whole Project Management Plan".						ease mark by typing X
6 A Project Team has been created.						ease mark by typing X
A single Project Manager has been appointed for the complete project life cycle.						ease mark by typing X
8 Meeting agenda involving JKR and all stakeholders should cover all areas in Project Management.						
9 Project status report is prepared according to Project Management Best Practices						ease mark by typing X
		<u>  </u>	<u> </u>	1	<u> [</u>	



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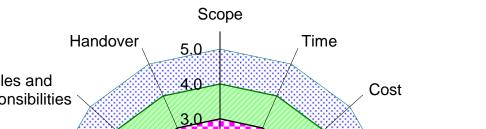
PROJECT HEALTH CHECK LIST									
Occupational Safety and Health	1	2	<b>Bloase</b> 3	<u>answer al</u> 4	5	Remarks			
) There is an Occupational Safety and Health plan in place.						ease mark by typing X			
A person is responsible for monitoring the plan.						ease mark by typing X			
Occupational Safety and Health documentation and reports have been completed.						ease mark by typing X			
Average Occupational Safety and Health score #DIV/0! #DIV/0!									
Subtotal Occupational Safety and Healh score		1	Diasea	Ch	eck!				
Environmental Management	1	2	3	4	5	Remarks			
B Environmental Management Plan is in place.						ease mark by typing X			
A person is responsible for monitoring the plan.						ease mark by typing X			
Environmental Management System documentation and reports have been completed.						ease mark by typing X			
Average Environmental Management score	#DIV/0!	#DIV/0!							
Subtotal Environmental Management score					eck!				
Training	1	2	3	4	5	Remarks			
S Knowledge and skill gaps have been identified.						ease mark by typing X			
7 There is a training plan in place for all project team members.						ease mark by typing X			
Adequate training (and time for training) been built into the project schedule.						ease mark by typing X			
Average Training score   #DIV/0!     Subtotal Training score   Check!									
Documentation	1	2	<b>Blease</b> 3	answer al 4	5	Remarks			
Documents are held in a central project location.						ease mark by typing X			
) Proper version control is in place.									
Proper signed authorities are in place for key decisions.									
2 There is a decision register.						ease mark by typing X			
Average Documentation score	#DIV/0!	#DIV/0!	л	JI	Л	۲ ۱ ۱			
Subtotal Documentation score			Diase	Check!					
Roles and Responsibilities	1	2	3	4	5	Remarks			
<b>8 Roles and responsibilities are clearly defined.</b>						ease mark by typing X			
I There is adequate executive support for the project.									
						ease mark by typing X			
						ease mark by typing X			
Average Roles and Responsibility score Subtotal Roles and Responsibility score		#DIV/0!			eck!				
			Please	answer al	l question #REF!				
Handover	1	2	3	4	5	Remarks			
5 There is an acceptance/commissioning strategy in place.						ease mark by typing X			
3 Handover schedule is in place.									
Handover and maintenance plan have been considered in detail.						ease mark by typing X			
3 There is a process for post construction / occupancy reviews.						ease mark by typing X			
	#DIV/01	#DIV/0!	<u>I</u>	1	11				
Average Handover score		noivio.							

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PROJECT HEALTH CHECK LIST- QUESTIONNAIRE									
Diagnosis				_			_		
ndicates that JKR / the project management capabilities and		eloped process and effectiv	e project	272	to	340	HEAL	ТНҮ	
Suggests that JKR / the project team takes project management seriously but may need to review areas of weakness.					to	272	OBSER	ATION	
Indicates that JKR / the project team are not applying well developed processes and effective project management capabilities and resources. Successes are more likely due to chance than co-ordinated effectiveness.				n 136	to	204	IL	L	
Shows clearly that there are serious deficiencies in the application on best project management practices and project failure against key JKR success parameters is most probable.					to	136	CRITI	CAL	
lapted from the 'Project Implementation Profile' - J. Pinto	o & D. Slavin								
									GO TO SUMMARY REPORT
		Tota	I Score	#VAL	IIE!				
					1010			UL:	
#VALUE!									
Average subject	Score Com	ment							
1 Scope	######	#DIV/0!	6						
<b>2 Time ##### #DIV/0!</b> 6 Scope									
<b>3 Cost</b> ###### #DIV/0! 5 Handover 50 Time									

· Beope			
2 Time	###### #DIV/0!	6	Scope
3 Cost	###### #DIV/0!	5	Handover 5.0 Time
4 Quality	###### #DIV/0!	6	Roles and 4.0 Cost
5 Resources	###### #DIV/0!	6	Responsibilities 30
6 Communication	###### #DIV/0!	5	Documentation Quality
7 Risks	###### #DIV/0!	5	
8 Procurement	###### #DIV/0!	5	Training Resources
9 Integration	###### #DIV/0!	5	
10 Occupational Safety and Health	###### #DIV/0!	3	Environmental Management Communication
<b>11</b> Environmental Management	###### #DIV/0!	3	Occupational Safety and Risks
12 Training	###### #DIV/0!	3	Integration Procurement
<b>13</b> Documentation	###### #DIV/0!	4	
<b>14</b> Roles and Responsibilities	###### #DIV/0!	2	🖙 Excellent 🔹 Good 🔹 Satisfactory 📮 Require Upgrading 🛑 Required Condition Doesn't Exist 🗖 Score
15 Handover	###### #DIV/0!	4	
5.0			5.0 Excellent 4.0
			Satisfactory
3.0			3.0 Require Upgrading 2.0
1.0			2.0 Required Condition Doesn't Exist   1.0 1.0
0.0			• Score
S <sub>Cope</sub> Time Cost Quality	Resources Communication Risks Procurement Integration Occupation	Environn Dal Safety and J	Training <sup>nental</sup> Management Health



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