

PMP Approval

Scope

This process covers how to obtain approval on the Project Management Plan (PMP).

Policy

ER 5-1-11 [<http://www.usace.army.mil/inet/usace-docs/eng-regs/er5-1-11/entire.pdf>]

Responsibility

The Project Delivery Team (PDT) is responsible for reviewing and endorsing the commitments made in the PMP.

The Project Manager is responsible for obtaining approval of the PMP byin accordance with the Project Delivery Team, Deputy for Project Management and the customerlocal SOP and recording approval in P2.

Distribution

Approval Authority*

Customer*

Project Manager (PM)*

Project Delivery Team (PDT)*

System References

Acronyms and Glossary[REF1001]

Change Management[PROC1004]

Financial Management[REF1032]

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PMP Development[PROC1012]

PMP/PgMP Content[REF1018]

Project Execution and Control[PROC1017]

Ownership

The ~~BP/P2 Program Office~~Configuration Management Board is responsible for ensuring that this document is necessary, that it reflects actual practice, and that it supports corporate policy.

Activity Preface

This process is performed whenever a draft Project Management Plan (PMP) has been developed in *PMP Development[PROC1012]*, or when a change request is generated from *Change Management[PROC1004]*. Approval of a change request will be by the same authority as the original PMP.

The first step in the PMP approval process is getting the ~~approval of the customer endorsement of the PDT. The customer will have representation on the PDT; however, the PMP approval authority for the customer may not be the PDT member.~~ Should the ~~customer PDT~~ not ~~approve endorse~~ the PMP, *PMP Development[PROC1012]* will be executed to develop and incorporate customer changes.

After ~~customer approval PDT endorsement~~, the PMP will be submitted ~~to the appropriate approval authority within USACE for approval if required by local SOP. If local SOPs do not require formal approval, the endorsement by the PDT suffices as the PMP approval. The appropriate approval authority will be as defined in ER 5-1-11. The job title "Approval Authority" refers to the following:~~

- ~~□ Deputy District Engineer for Programs and Project Management (DPM)~~
- ~~□ Program Manager (PgM)~~
- ~~□ Commander~~
- ~~□ Project Manager (PM)~~
- Higher Headquarters

Should the appropriate approval authority not approve the PMP, *PMP Development[PROC1012]* will be executed to develop and incorporate changes. ~~If changes are required, customer approval must be re-obtained.~~

Once PMP approval is obtained, the PM will indicate approval in P2. If this process was called from *Change Management[PROC1004]*, you will return there; otherwise, continue on to *Project Execution and Control[PROC1017]*.

Project Manager (PM)

1. Provide the PMP to the ~~customer~~PDT.

Use electronic distribution where possible, or other means of delivery if necessary.

Customer Project Delivery Team (PDT)

2. Review and ~~approve~~endorse the PMP to document the PDT's commitment to proceed in accordance with this plan.

Project Manager (PM)

3. Determine if the ~~customer approves~~PDT endorses the PMP.

If the ~~customer approves~~PDT endorses the PMP, goto task #4. Otherwise, end of activity; goto PMP Development[PROC1012].

4. Submit the PMP ~~to the appropriate~~for approval ~~authority for approval via e-mail or workflow~~if required by local SOP.

Approval Authority

- ~~5. Review and approve the PMP.~~

Project Manager (PM)

6. Determine if the PMP was approved.

If local SOPs do not require formal approval, the endorsement by the PDT suffices as the PMP approval.

If the PMP is approved, goto task #7. Otherwise, end of activity; goto PMP Development[PROC1012].

7. Indicate approval of PMP in P2.

After the PMP is approved and baselined, PR&Cs can be created via the system interface. Refer to Financial Management[REF1032].

8. Determine if process called from Change Management.

If process called from Change Management, end of activity; Otherwise, goto task #9.

9. Proceed to Project Execution.

End of activity.

Goto *Project Execution and Control*[*PROC1017*].

