

PMP/PgMP Content (**REF 1018**) – **NAD Response: Accepted. Reworded. See master document.**

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**No NAD representative present during comment review.**

## Scope

This reference document describes the content of the Project Management Plan (PMP)/Program Management Plan (PgMP). **The primary purpose of the PMP/PgMP is to provide a roadmap for quality project delivery. Response: Rejected, prefer original wording** Some elements of the PMP may be duplicated from project to project, especially for similar or small projects. This document also provides the level of detail requirements for loading and maintaining data in P2 for current and future years projects and programs. The data is used in analyses of workload and resource requirements by PM's, PgM's, Resource Providers, MSC's, and HQUSACE. It is also used in manpower requirements development. **(Could be confusing.) Response: Rejected, terminology is in transition, feel this statement should be helpful in understanding.**

## Distribution

Project Delivery Team (PDT)

Project Manager (PM)

Program Manager (PgM)

Resource Provider(s)

Budget Office(r)

Resource Management Office

Major Subordinate Command (MSC)

**Response: Sentence deleted in master document.**

## Ownership

**Response: Comment rejected. BP/P2 Program Office changed to Configuration Management Board. See glossary**

## PMP Minimum Content

**Response: Reworded. See master document.** The PMP/PgMP is required to provide the framework so that all team members can work together efficiently. The PMP/PgMP communicates critical project/program information to all interested parties. The PMP serves

as a planning, communications, and quality management tool for the project. It encompasses all aspects, phases, and resources for the full lifecycle of a project. The document records buy-in by the PDT. The following items comprise the PMP/PgMP:

- a. Project Requirements Statement; describes customer's need for the project.
- b. Team Identification; refer to *Team Establishment[PROC1008]*.
- c. Scope (project definition, objective, identification of customer(s) and stakeholder(s), description of services to be provided, key products, authority, location, **permits and approvals, environmental, safety and health considerations, real estate issues, Response: Reworded. See master document.** unique customer requirements stored within P2 as notebook items or other features). Refer to *Customer Scope Definition[PROC1007]*.
- d. Funding (sources, available budget, customer requirements for requesting/receiving funds and reporting of expenditures, resource estimates).
- e. Schedule (NAS Schedule in P2, continuously maintained to show actual completion status and show how schedule will be progressed). Refer to *Activity Development[PROC1010]* and *Project Execution and Control[PROC1017]*.
- f. Work Breakdown Structure (WBS). **The WBS specifies the tasks and subtasks necessary to fulfill the objectives of the project. Response: Reworded. See master document.**
- g. Project Quality Control Plan and Objectives (**i.e.**, customer expectations, applicable Quality Management Plans, criteria, regulations **Response: Rejected, prefer original wording** ) Refer to *Quality Management Plan[REF1024]*.
- h. Acquisition Strategy. Refer to *Project Delivery Acquisition Strategy[PROC1020]*.
- i. Risk Analysis. Refer to *Risk Management [REF1023]*. **Response: Rejected, prefer original wording**
- j. *Change Management* **Response: Rejected, prefer original wording** (Schedule/cost risk analysis, how cost growth and other changes to the plan will be approved, what changes require customer re-approval). Refer to *Change Management[PROC1004]* .
- k. Communications Strategy (how the team will communicate with the customer(s) and each other, customer's requirements for status reporting). Refer to *Communications [REF1022]*. **Response: Rejected, prefer original wording.**
- l. Closeout Plan. Refer to *Activity/Project Closeout[PROC1019]*.
- m. Approvals. Refer to *PMP Approval[PROC1018]* . Page includes signatures of the PM and the customer(s).

Prior to the final approval identified in m. above, this draft PMP will be identified as “What If?” in P3e.

**PMP Minimum Level of Detail (ER states that the PMP must address a level of detail “in a manner that makes sense to the team and customer and best supports their endeavor to succeed.”) This section, as written, is overly prescriptive and inconsistent with the ER. Recommend deletion of this section. .**

**Response: Rejected, there must be a level of corporate consistency, as defined.**