

Tools for implementing PM²



Initiation Phase

Project Initiation Request

Project Charter

Business Case



Planning Phase

Project Handbook

Requirements Management Plan

Project Stakeholder Matrix

Project Change Management Plan

Outsourcing Plan

Risk Management Plan

Project Work Plan

Issue Management Plan

Transition Plan

Quality Management Plan

Deliverables Acceptance Plan

Communications Management Plan

Business Implementation Plan



Executing Phase

Meeting Agenda

Change Request Form

Minutes of Meeting

Project Progress Report

Project Status Report



Closing Phase

Project End Report



Monitor and Control

Risk Log

Quality Review Checklist

Issue Log

Deliverables Acceptance Check

Decision Log

Transition Checklist

Change Log

Stakeholders Checklist

Business Implementation Checklist