

SERVICES OVERVIEW

Project Management Office Setup – achieving more predictable project outcomes

"Portfolio management offices contribute to business growth by optimizing the enterprise's portfolio of projects and programs. They allocate scarce resources towards enterprise objectives, while factoring in risk, desired returns and interrelationships between these investments." Gartner, Taking your PMO to the Next Stage

Today's dynamic business environment demands the ability to execute projects well. From new product or service introductions to complex IT installations, the ability to deliver consistent and predictable project outcomes is considered a distinct competitive advantage.

In an effort to improve project management capability from within, many progressive organisations have embraced the concept of a Project Management Office (PMO). The PMO takes responsibility for all projects within an organisation encompassing ongoing development of project management as a discipline, project portfolio management as well as strategic project services.

Appropriately designed and resourced to fit with project needs, organisational structure and corporate culture, the PMO can play a major role in ensuring greater alignment between business strategy and project selection and drives continuous improvement in project management practices within the company.

What benefits does a PMO deliver?

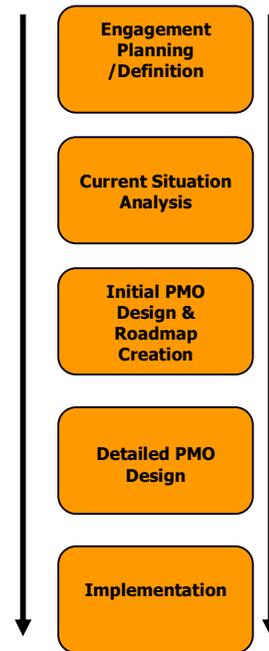
Setting up a separate PMO has the advantage of being able to allocate full-time resources to projects. Specifically, a PMO delivers;

- A clearly understood and properly resourced structure to manage and drive projects through all levels of responsibility within the organisation
- An overall improvement in the way projects are handled, resulting in more predictable project success
- A greater degree of alignment between business strategy and project selection

- An improvement in the quality and consistency of management information for senior executives
- An increased level of support for all project-based staff

How does PMO set up work?

Using cross-sectoral experience gathered over many years, we have developed our own implementation methodology which delivers consistent results.



1. Engagement Planning

This initial phase allows us to set out the parameters of the assignment to ensure there is a clear understanding on the nature and scope of the work to be undertaken. We are happy to use customer resources to complete parts of the assignment, where possible.



"There is a growing recognition that the Project Management Office or PMO represents one of the most effective ways of increasing project management capability and delivering more predictable project outcomes. 54 percent of companies now have a dedicated department managing the project function."

Project Management Practices in Irish Organisations, 2008. Clarion Consulting.

2. Current Situation Analysis

In this phase, we work to identify the issues, gaps, challenges and key decisions to be made. This includes carrying out a review of any existing project-based structures and a high level assessment of the current portfolio of projects.

3. Initial PMO Design and Roadmap Creation

An initial PMO design document is prepared with input from all stakeholders. The ensuing PMO charter establishes the purpose of the PMO's existence and defines its primary functions which include the PMO mission, sponsors, service portfolio, structure and staffing as well as suggested PMO metrics.

4. Detailed PMO Design

This involves defining the significant processes, procedures and standards by which the PMO will operate. Tasks include setting project management methodology and operating procedures, establishing project document repositories, defining metrics and designing the physical PMO.

5. Implementation

Having fully defined how the PMO will operate, projects will be transitioned on a phased basis into the PMO, the planning of which will largely be driven by the outcome of a project review, carried out as part of the current situation analysis.

What are the benefits of choosing Clarion Consulting's PMO services?

Using well-established principles and vast cross-sectoral experience, our PMO setup services deliver a strong, dynamic project management function to all

types of organisations. Specifically, we help to deliver;

- **Early Visibility**
Development of a single repository tool which provides consistent and timely information relating to all projects. This facilitates better allocation of resources to project demands and requirements and greatly reduces overall project risk.
- **Quality Executive Information**
Using information that is generated from within coupled with the development of strong communication techniques within the PMO, provides a more robust interface with senior management.
- **Robust Decision Support**
Timely and more transparent information allows more informed and accurate decision-making in relation to projects.
- **Transparent Governance**
Creation of structures and processes that will support transparent organisational governance in relation to resourcing and execution of projects.
- **Enhanced Project Management Capability**
We help companies to position the PMO as the centre of expertise for all issues relating to projects. Enhanced project management capability adds real value to the organisation in terms of helping to achieve its strategic business goals.



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