

PROJECT MANAGEMENT METHODOLOGY

Most projects involve multi-organisational resources and skills, in many different disciplines, throughout the project's lifecycle. The ability to successfully complete a project is heavily influenced by the skills of a project manager to marshal and integrate the contributions of these diverse resources and to have them working at peak efficiency.

With the use of project management methodologies and the commitment of a skilled project manager, competence sets can be readily defined allowing people to focus on the right tasks to be performed and to be more effective in their work performance.

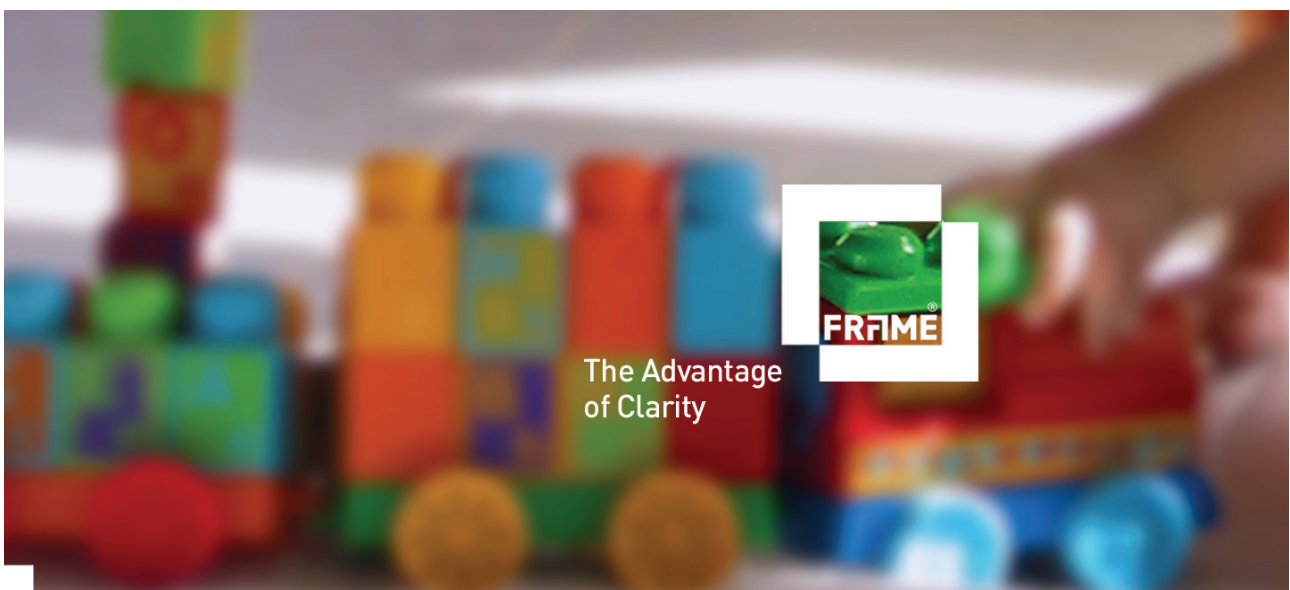
Frame knows project management. Our approach is anchored in leadership and communication. Frame's project management methodology is flexible, adaptable and scalable to projects of any size and complexity.

The Frame methodology has PRINCE2 at its core, enhanced with Frame's own proprietary methods, techniques and systems. PRINCE2 and skilled project management lead to greater certainty and success in the outcomes of projects.

The benefits of overlaying a proven, best-practice project management methodology with Frame's proprietary extensions include:

- the ability to leverage the value of an internationally adopted and proven methodology
- Frame team members hold international qualifications as practitioners of the PRINCE2 methodology
- Frame proprietary extensions address the specific methods, techniques and support systems not provided within the scope of PRINCE2
- improvements to the methodology, resulting from its use world-wide, are formally adopted and can be rapidly deployed in the project environment.

We are able to tailor our approach to be in harmony with your specific project management environment, while retaining the disciplines and controls that ensure successful business outcomes.



Why project management?

It is generally known that technical or business knowledge alone is insufficient to complete a project successfully. There is a significant difference in the skills required to operate business and manage projects.

One of the key objectives of operations management is to ensure continuity of the business. Project management's key objective is to achieve its goals within a specified time and to deal with time-related pressures and risks that are peculiar to each project environment.

Operation teams are generally stable over a period of time whereas project teams are dynamic through a project's lifecycle, making the management of people in a project environment a particularly demanding and specialised task.

And significantly, while operations can improve with time through lessons learnt, projects have one chance to get it right. This requires special skills, methodologies and tools not often used in the operations environment.

Project management methodologies

The unique skills of project management are complemented by the use of a project management methodology. The aims of these methodologies are to provide a comprehensive, consistent, coherent and repeatable set of best practices that promote a quality approach in achieving business effectiveness and efficiency through the execution of projects.

In selecting a project management methodology, it is prudent to identify one that has been developed in conjunction with both public and private sector organisations to provide genuine, recognised, world-class practices. PRINCE2 is such a project management methodology.

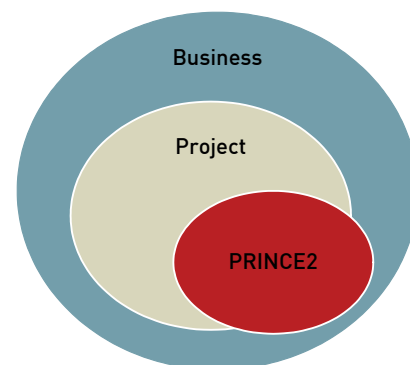
A brief history of PRINCE2

PRINCE, which stands for *projects in controlled environments*, is a methodology covering the organisation, management and control of projects. PRINCE is a development of PROMPT II, a proprietary project management methodology developed by Simpart Systems. It was adopted by the UK government Central Computer and Telecommunications Agency (CCTA) in 1979. The CCTA added a number of enhancements resulting in the PRINCE methodology being placed in the public domain in 1989.

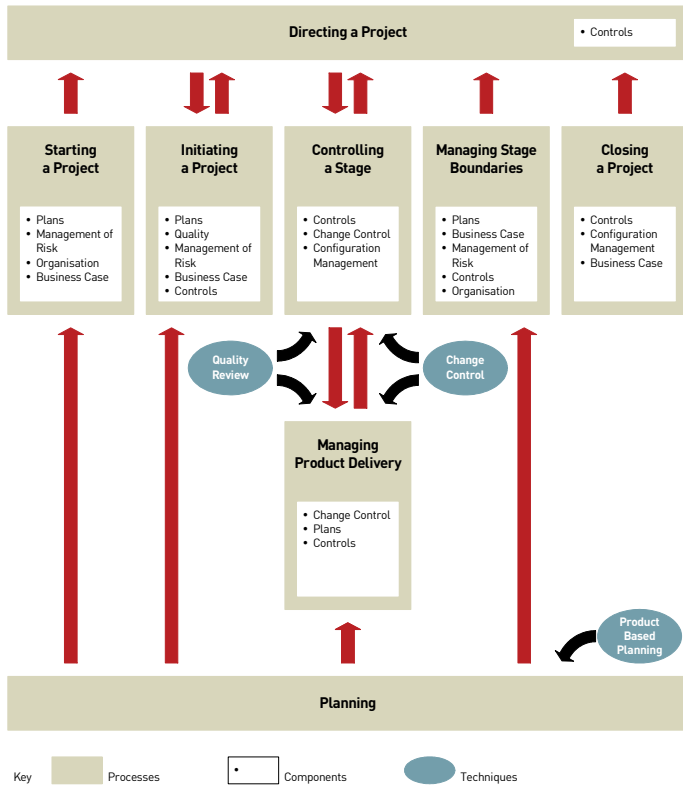
PRINCE2 was introduced by the UK Office of Government Commerce (formerly CCTA) in October 1996. It is a methodology for the management of any type and size of project, including information and communication technology (ICT) projects. Importantly, PRINCE2's generic, best-practice approach is compatible with other ICT system methodologies.

Business case focus

PRINCE2 is a structured method that provides a standard approach to the management of projects and encapsulates proven and established project management best practices. Projects completed using PRINCE2 are driven by a business case, which describes the organisation's justification, commitment and rationale for the deliverables or overall outcome.



The PRINCE2 methodology ensures that the business objectives are being met by regularly reviewing the business case during the lifecycle of the project.



A structured approach

PRINCE2 is easily tailored and scalable due to its process-based approach to project management, with each process having defined key inputs and outputs together with specific objectives to be achieved and activities to be carried out.

The PRINCE2 methodology divides a project into manageable stages, enabling efficient control of resources and regular progress monitoring throughout the project. Project planning using PRINCE2 is product-based, which means the project plans are focused on delivering results and are not simply about planning when the various activities on the project will be done.

The various roles and responsibilities for managing a project are fully described and are adaptable to suit the size and complexity of the project, and the skills of the organisation. As PRINCE2 is widely recognised and understood, it provides a common language which simplifies communication between all project members.

Why use PRINCE2?

PRINCE2 provides benefits to the organisation, as well as to the managers and directors of the project, through the controlled use of resources and the ability to manage business and project risk more effectively. There are a number of reasons why PRINCE2 is successful in doing this, including it:

- is in the public domain
- offers non-proprietary best-practice guidance on project management
- focuses on business justification
- ensures there is a defined and appropriate project organisation structure
- provides a product-based approach to planning
- uses project stages to divide the project into manageable elements
- provides flexibility, which allows the PRINCE2 methodology to be customised and applied at a level appropriate to the project
- provides a controlled and organised start, middle and end
- includes regular reviews of progress against the project plan and business case
- has flexible decision points
- offers automatic management control of any deviations from the plan
- involves management and stakeholders at the right time and place during the project
- has good communication channels between the project, project management, and the rest of the organisation.

Key features of PRINCE2

- focus on business justification
- a defined organisation structure for the project management team
- product-based planning approach
- emphasis on dividing projects into manageable and controllable stages
- flexibility to be applied at a level appropriate to the project

Frame's project management methodology

At Frame, we work closely with our clients to develop and implement a total working solution. Our project managers and technical specialists work as a team with your management and professionals, to identify and document a clear, agreed understanding of the functional, technical and financial requirements of your business.

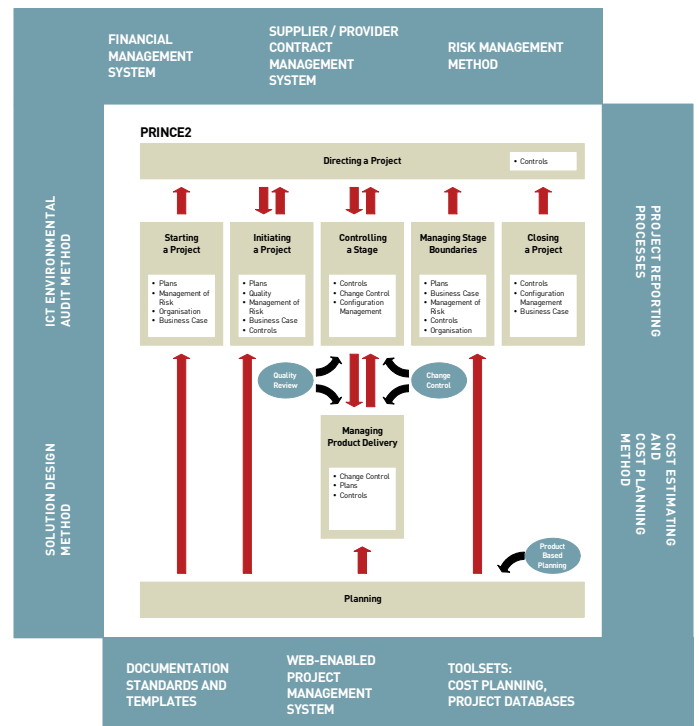
Frame then analyses and develops the technical solution options that best meet the agreed requirements, and we document the costs associated with each option together with our recommendations. Frame is then able to deliver a *turn-key* project to implement your preferred and approved solution on time, on budget, and to the mandated quality standards.

As a prime contractor, we assume and manage all risks, ensuring a single point of responsibility for the successful end-to-end execution of the project. In this role, Frame is able to supply, install, integrate, test, commission, train, document and handover a totally operational business-ICT solution that fully meets your business needs and expectations.

Frame is able to manage across the various management domains, technologies and vendors, bringing the best-of-breed products and service providers into the Frame solution. We also work closely with your incumbent ICT suppliers and service providers to preserve and enhance existing customer-supplier relationships.

Frame's project management methodology has the PRINCE2 methodology at its core, enhanced with our own proprietary methods, techniques and systems, including:

- financial management system
- project reporting system
- project database
- project documentation standards and templates
- solution design method
- cost estimating and cost planning method
- risk and issues management methods
- ICT environmental audit method
- procurement methodology for systems and services
- supplier/provider contract management system
- web-enabled business / project management systems.



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