



SOFP

(A CERTIFICATION
COURSE FOR
PROFESSIONALS)

The Project Management Office (PMO)

How do you **create** and **sustain** a
culture of project excellence?



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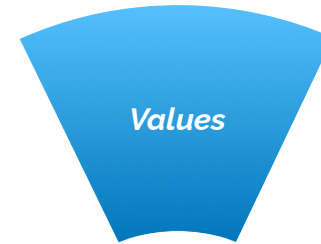
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VALUES

Strategic statement of vision/mission/purpose and values

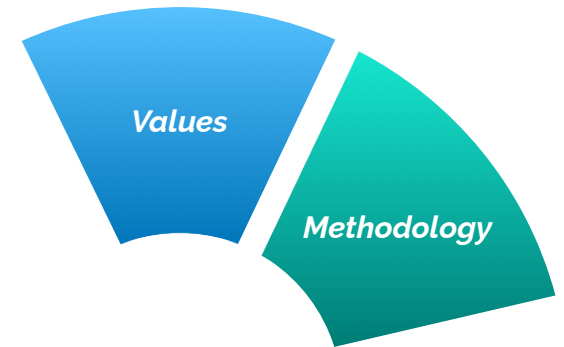
Code of conduct that applies to all project teams, including external contractors and suppliers

Explicit link made with organizational, portfolio, program objectives for every project



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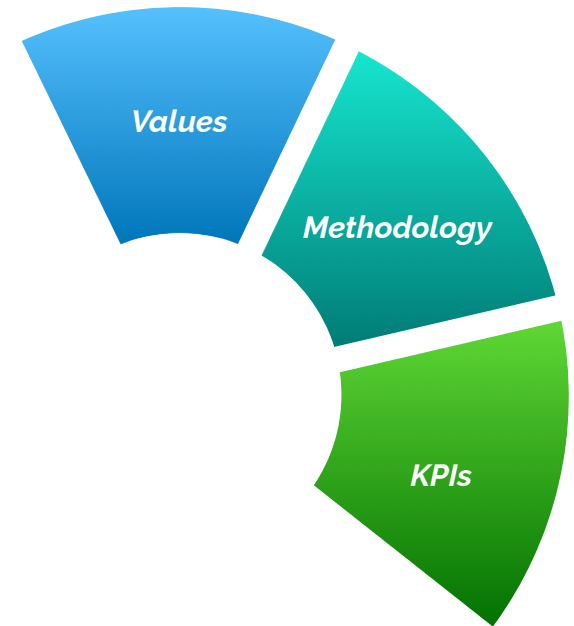
METHODOLOGY

Policies, processes, tools and templates supporting every stage of a project's life that are both scalable and contextualised to the organization, its industry and environment



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KPIs

Clearly articulated project success metrics that are regularly reported against at the project, program and portfolio level



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ACCOUNTABILITY

Governance framework with supporting assets

Acceptance of responsibility appropriate to level



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LEGENDS

Active project management community of practices



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PATHWAYS

Role definition and remuneration
appropriate to work performed

Formal and semi-formal systems of
recognition and reward



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RENEWAL

HR processes supporting recruitment, induction, training, performance management and dissolution of project teams

Project management professional development and career paths

Defined feedback and continual improvement processes



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The Role of the PMO

Resource Management:

PMOs manage and allocate resources across projects based on priorities, schedules, budgets and more.

Creates Project Archives, Tools and More:

the PMO supplies and invests in templates, tools, software and more to better manage projects.



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How the DOL Coach Project Management Office (PMO) Supports

IDEA

PLAN

DELIVER

CLOSE

 *Project Ideation Form*

 *Stakeholder Register*

 *Status Report Form*

 *Lessons Learned Portal*

INITIATE

 *Risk Register*

 *After Action Review (AAR) Form*

 *Project Task Management*

 *Project Concept Canvas Form*

 *Project Authorization Form*

 *Available Now*

 *Coming Soon*

Key Points: PMO



PMO's aren't the **enemy**.

Use them **properly**.

If you need one, build it.