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PROJECT CONTROL DELIVERABLES

YOU NEED TO KNOW AS A CONTRACTOR



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BASELINE SCHEDULE

The Baseline Schedule serves as the foundation for project planning and control. It outlines the project's timeline, milestones, and critical path. By establishing a baseline, project managers can measure actual progress against the planned schedule, identify delays, and implement corrective actions.





DETAILED SCHEDULES/NETWORKS:

Detailed schedules for Home Office (H.O.) services, engineering documents, procurement services, subcontracting services, and manufacturing and delivery are essential for a granular understanding of project components. The detailed schedule should be with level 5 activity details. These schedules break down the project into manageable units, aiding in resource allocation, task sequencing, and overall project coordination.





ENGINEERING DOCUMENT DELIVERABLES REGISTER (EDDR):

The EDDR is a centralized repository that tracks the status of engineering documents throughout the project lifecycle. It ensures that design and technical documents are produced, reviewed, and approved according to the project schedule.





PROCUREMENT SERVICES REGISTER (PSR)

The PSR is a critical tool for managing the procurement process. It records details about the acquisition of goods and services, including vendor selection, delivery schedules, and procurement milestones. This register helps prevent delays by ensuring timely procurement activities.





SUBCONTRACTING SERVICES REGISTER (SSR)

Similar to the PSR, the SSR focuses on subcontracting activities. It tracks subcontractor selection, contractual agreements, and progress in subcontracted work. By monitoring subcontractor performance, project managers can address issues promptly and maintain project timelines.





MANUFACTURING & DELIVERY REGISTER (MDR)

The MDR monitors the production and delivery of project components. It keeps track of manufacturing schedules, quality checks, and delivery timelines, ensuring that materials and equipment arrive on site as planned.





DETAILED CONSTRUCTION SCHEDULES:

These schedules provide a breakdown of construction activities by area, discipline, unit, and system. They facilitate effective resource management and sequencing of construction tasks, enabling project teams to identify and address potential bottlenecks. Also needs to be submitted with detailed Cost Breakdown Structure (CBS) as incorporated with OBS/WBS





DETAILED SHUTDOWN/TIE-IN SCHEDULES

For projects involving shutdowns or tie-ins, detailed schedules are crucial. They outline the steps required for these activities, minimizing downtime and ensuring a smooth transition between project phases.





PLANNING & SCHEDULING PROCEDURE

The planning and scheduling procedure outlines the methodologies and guidelines for developing project schedules. It ensures consistency and standardization in scheduling practices across the project.





DETAILED PRE-COMMISSIONING/COMMISSIONING SCHEDULES

Pre-commissioning and commissioning are critical phases in project completion. Detailed schedules for these activities ensure that systems are thoroughly tested and ready for operation.





PROGRESS S CURVES

Progress S curves visually represent planned versus actual project progress over time. These curves help in monitoring and communicating project performance, allowing stakeholders to assess whether the project is on track.





MANPOWER DEPLOYMENT SCHEDULES & HISTOGRAMS

These schedules outline the deployment of human resources throughout the project. Histograms provide a graphical representation of resource allocation, helping project managers balance workloads and optimize manpower usage.





EQUIPMENT DEPLOYMENT SCHEDULES

Similar to manpower, equipment deployment schedules ensure that necessary tools and machinery are available when needed. This proactive approach prevents delays caused by equipment shortages or malfunctions.





PROGRESS MEASUREMENT PROCEDURE:

This procedure defines how project progress will be measured and reported. It establishes key performance indicators and criteria for assessing project advancement.





PROGRESS REPORTING PROCEDURE

Detailed reporting procedures guide the compilation and dissemination of project progress reports. These procedures ensure that stakeholders receive timely and accurate updates on project status.





PROGRESS REVIEW AND CERTIFICATION PROCEDURE

This procedure establishes a structured approach to reviewing and certifying project progress. It involves a formal process of validating completed work and assessing milestones achieved.





SCHEDULE RISK ANALYSIS PROCEDURE AND REPORT

Identifying and mitigating risks is crucial for project success. The Schedule Risk Analysis Procedure outlines methodologies for assessing schedule risks, and the Schedule Risk Analysis Report provides a comprehensive overview of potential risks and suggested mitigations.





RECOVERY PLANS

In the event of schedule deviations or unforeseen issues, recovery plans offer strategies for bringing the project back on track. These plans include alternative schedules, resource reallocation, and contingency measures.





WEEKLY/MONTHLY PROGRESS REPORTS AND OTHER EXCEPTION REPORTS

Regular progress reports keep stakeholders informed about project status, highlighting achievements, challenges, and deviations from the baseline schedule. Exception reports focus on significant issues that require immediate attention.



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WEEKLY QUANTITY-BASED CONSTRUCTION REPORTS

These reports provide a quantitative analysis of construction progress, tracking completed work against planned quantities. They offer insights into productivity and help identify areas that may require additional attention.



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CHANGE ORDER AND VARIATION REPORTS

Change orders and variations are inevitable in projects. These reports document changes to the original scope, schedule, and budget, ensuring transparency and accountability in project adjustments.





COST ESTIMATING PROCEDURE

The cost estimating procedure defines the methodologies and criteria for estimating project costs. It establishes a standardized approach to budgeting, enabling accurate financial planning





CODE OF ACCOUNTS

The code of accounts provides a structured system for categorizing and tracking project costs. It establishes a common language for cost reporting, facilitating communication among project teams and stakeholders.





ASSET REGISTER PROCEDURE AND ASSET REGISTER

The asset register procedure outlines how assets will be identified, recorded, and managed. The asset register itself is a comprehensive inventory of project assets, providing crucial information for maintenance, operation, and future projects.





MONTHLY COST REPORTS

Monthly cost reports offer a detailed overview of project expenditures, comparing actual costs against budgeted amounts. These reports aid in financial control and decision-making.





INVOICING PROCEDURE AND INVOICES

The invoicing procedure defines the process for billing clients or stakeholders. Invoices are formal requests for payment, detailing the services or products provided and associated costs.





INVOICES STATUS REPORT

The invoices status report tracks the payment status of issued invoices. It ensures that all parties are aware of outstanding payments, helping to maintain healthy cash flow.





CASH FLOW FORECASTS

Cash flow forecasts project the inflow and outflow of funds over time. These forecasts are essential for financial planning, ensuring that the project has adequate resources to cover expenses.





PROJECT EXECUTION PLAN (PEP)

The project overview, scope of the project, project execution approach, project management philosophy, Project administrative procedure, HSE, QA&QC, Engineering details, Procurement and logistics, Vendor documents management, Interface management, Sub contract management, Administration, Construction Management philosophy, Construction vendor Representatives, Details of the temporary facilities etc.,





CONTRACT EXECUTION PLAN (CEP)

The Contractor is required to submit a comprehensive Contract Execution Plan (CEP) for mega projects, outlining the strategic approach, processes, and procedures for successful project execution.





CONSTRUCTION MANPOWER DEPLOYMENT SCHEDULE

The contractor should submit all category of manpower, Direct Manpower (Supervisory up to foreman), Direct Manpower (Non Supervisory), Indirect Manpower (Non Supervisory), Indirect Manpower (Management), Sub Contract Manpower



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