**Ikaros project**

**Project Plan**

**Document Control**

Document Information

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| **©** | **Information** |
| Document ID | PP-1000 |
| Document Owner | Timea Zengő |
| Issue Date | 01 03 2018 |

Document History

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| --- | --- | --- |
| **Version** | **Issue Date** | **Changes** |
| 0.1 | 20 12 2018 | Initial version |
| 0.2 | 11 01 2019 | Project definition and organization added |
| 1.0 | 01 03 2019 | To be approved |
|  |  |  |

Document Approvers

|  |  |  |  |
| --- | --- | --- | --- |
| **Role** | **Name** | **Signature** | **Date** |
| Project Sponsor | Tibor Varga |  |  |
| Project Review Board |  |  |  |
| Project Manager© |  |  |  |

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# General data

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| --- | --- | --- | --- |
| Project name:\* | Ikaros project | | |
| Project manager: |  | Project number: | FM CAPEX – I.01938202.04 |
| Customer / owner:\* | Beáta Neidert | | |
| Internal owner /sponsor:\* | Tibor Varga | Cost Center:\* | 950006 (Strategic Projects) |
| Type of project\* | | | |
| Customer project | Roll-out project | | Transition project |
| Internal project | Presales project | | Six Sigma project |
| Project start:\* | 12 02 2019 | Project end:\* | 31 12 2020 |
| Document name: | Project Charter Ikaros | | |
| Created by: | Tímea Zengő | Created on: | 24 01 2019 |
| Notes: |  | | |
| Distribution list: | Beáta Neidert, Tibor Varga, PM | | |

# Project category

|  |  |
| --- | --- |
| Project category  A  B  C  D | BCM  Yes  No |

# Project background

# Project Scope

# Project timeplan

# Project budget

# Project organization chart

# Project communication plan

# Project risks

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **No.** | **Description** | **Impact (ABCD)** | **Mitigation Actions** | **Due date** | **Status  (RGB)** | **Status Updates** |
| 1 | Structural design will be completed with 2 weeks delay (comparing to project plan schedule). | B | 1. Check the delay impact on the project 2. Inform Sponsor 3. Perform change management | 12-Mar-2019 | G | 12MAR2019: Impact check |
| 2 | The implementation cannot be started before 01 Oct 2019, since the Green Landing project cannot complete with the preparation of runway construction. | C | 1. Check the delay impact on the project 2. Inform Sponsor 3. Perform change management | 12-Mar-2019 | G | 12MAR2019: Impact check |

# Assumptions

# Project deliverables

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| --- | --- | --- |
| **Item** | **Components** | **Description** |
|  |  |  |

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