

Work Package PM.1.4

Stakeholder Management Plan

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| **Vehicle Interaction Control Improvement Project** |
| **WBS Parent** | PM. Project Management |
| **WBS Reference** | PM.1 Initiation |
| **Work Package** | PM.1.4 Stakeholder Management Plan |
| **Package Owner** | Project Manager |
| **Owner Organisation** | Your Company |
| **Participants** | Project Manager, Project Team, Project Sponsor |
| **Capability Required** | Project management experience with operational knowledge to identify project stakeholders. |
| **Description** | Using the sample provided in the reference list on the following page as a guide, prepare a Stakeholder Management Plan that:* Identifies all relevant stakeholders i.e. people, groups, and organisations that could impact or be impacted by the project
* Analyses their expectations and potential impacts on the project
* Develops approaches to inform and engage stakeholders in project decisions and delivery
* Confirms all required stakeholder management activities are included in project plans, and progress is tracked as a project moves through different phases
* Increases support and buy-in for the project as part of a larger business strategy

When preparing the plan, consider stakeholder diversity, stakeholder relationships and the best ways to communicate. |
| **Completion State** | **A Stakeholder Management Plan that drives engagement and communication over the life of the project, including a Stakeholder Register and Stakeholder Analysis table. Note that the plan must be reviewed and adjusted for each new project phase.****Note: The maturity framework assessment and the control baseline effectiveness process using the Control Framework (CFw) followed by workforce validation is an important step in the stakeholder management process.** |

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| **References*** [EMESRT VICI Project Guide](https://emesrt.org/wp-content/uploads/EMESRT-VICI-Project-Guide-2023.pdf)
* [PMBOK® Guide – Seventh Edition, Project Management Institute](https://www.pmi.org/pmbok-guide-standards/foundational/pmbok)
* Site and Division project stakeholder management processes
* [EMESRT Sample Stakeholder Management Plan](https://emesrt.org/wp-content/uploads/Sample-Stakeholder-Management-Plan-V2.docx)
* [Stakeholder Management Plan Template](https://emesrt.org/wp-content/uploads/Template-for-Stakeholder-Management-Plan-V1.docx)
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| **Notes**...................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................................... |
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