

Appendix 2 – Project Plan and Review

Phase:	Start	End	Deadline:	Resources:	Approved		Verified	
					by:		by:	
I								
Phase Summary					Approved		Verified	
II								
Phase Summary					Approved		Verified	
III								

Commented [9A1]: Phases are defined by design and development team leader.

Commented [9A8]: Responsibility of team leader.

Commented [9A2]: Activities within the phase are defined by team member responsible for the phase.

Commented [9A4]: Defined by team leader.

Commented [9A5]: Input elements for each phase are defined by team member responsible for the phase.

Commented [9A6]: Deliverables for each phase are defined by team member responsible for the phase.

Commented [9A7]: Internal and external resources needed for executing phase are defined by team member responsible for the phase.

Commented [9A9]: Changes in phase are defined by team member.

Commented [9A3]: Defined by team leader.

Commented [9A10]: These fields are filled in only in cases when activity or phase requires verification and/or validation.

Commented [9A11]: Team leader; delete if there were no changes in phase.

Commented [9A12]: Team leader; delete if there were no changes in phase.

[organization name]

Changes reviewed by:						Start of new phase approved by:					

Commented [9A13]: Team leader; delete if there were no changes in phase.

[job title]
[name]

[signature]