

## PMO ON DEMAND

### The change challenge

The pace of business and technology change continues to grow, driven by increasingly sophisticated customer demands, competitor pressure, and a heightened focus on regulation across many industry sectors. As a result, organisations of all sizes face the challenge of delivering multiple, concurrent and complex change initiatives, whilst ensuring that promised benefits are realised.

Implementing a Programme Management Office, or PMO, is a proven way of taking control of projects, by gaining better insight into project progress, improving financial control and optimising resources across the project portfolio. In fact, over 70% of organisations that implement a PMO report a significant improvement in successful project delivery.

Choosing the right PMO model, and selecting a PMO team with the right experience is, of course, critical to success. A good PMO should:

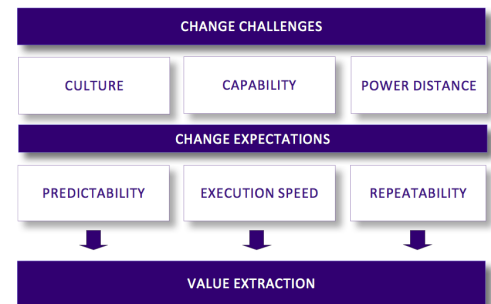
- Be aligned to, and have oversight of both business and IT project portfolios
- Have clear, measurable objectives for improving successful project delivery
- Be capable of managing a diverse range of senior stakeholders
- Be focused on outcomes rather than processes
- Be run by hands on, experienced project managers

### A scaleable solution

Some companies are not yet ready to invest in a full time PMO, either due to headcount and cost constraints, or because the value of a PMO is not widely recognised within the organisation, and establishing a traditional PMO is hard to justify.

With The PMO Academy's **PMO on Demand**, companies benefit from a fully flexible PMO service that draws on our extensive, practical experience in running PMO's, and is tailored to your evolving needs. Companies typically choose PMO on Demand when:

- There is a peak in project delivery and an experienced PMO team needs to be established quickly – and released just as quickly once demand declines
- The existing PMO is over burdened with reporting and needs to take a more strategic position
- Group wide and global projects require PMO support in regions that do not typically invest in PMO skills
- Companies want to improve project success rates, but there is insufficient long term demand to justify a full time PMO



## How it works

Our PMO on Demand service provides a totally flexible PMO for customers large and small, and can be delivered on premise or as an off-site service as required. Following initial discussions to determine PMO performance objectives and to assess current capability, we will recommend the most appropriate service modules from our PMO Blueprint.

Customers can then select from a fixed term service, for example to provide PMO support for a specific project or programme, or from a subscription model based on service modules.

## EXAMPLE SOLUTIONS

### Example 1 - A first time PMO

- Wants to quickly build a basic PMO infrastructure to control the project portfolio whilst hiring a full time PMO lead
- In the short term, requires monthly project status reports, and a quarterly financial report
- Would like peer level coaching for a team of senior project managers in key areas of risk management and estimating

GOVERNANCE	PORTFOLIO MANAGEMENT	DELIVERY	RESOURCING	CAPABILITY DEVELOPMENT
Programme Oversight	Portfolio Construction	Plan Integrity Management	Supply & Demand Management	Organisational Assessment
Finance & Benefits Management	Do-ability Analysis	Risk Management	Sourcing	Skills Training
Vendor Management	Operational Change Impact	Change Control	Skills Testing	Career Paths
Audit, QA & Healthchecks	Integrated Planning	Deliverables Management	Onboarding	Coaching & Mentoring
MI & Reporting	Communications	Test & Training Co-ordination	Logistics & Workspace	Methods, Standards & Tools

### PMO On Demand Solution

- A three month fixed term service, including production of a simple **governance** framework, reporting standards and **financial control** templates. Weekly calls to project managers to coach and advise on preparation of **status reports**, including completion of **risk logs** and other project deliverables required by the governance model. Validation and challenge of monthly status reports submitted by project managers (web conference), and comparison with agreed project schedules. Consolidation of status reports and preparation of **steering committee pack** in client format. Weekly coaching team sessions based on risk scenarios and estimating exercises.

### Example 2 - The Regional Office PMO

- Regulatory reform requires a major transformational change programme for this global MNC, with impacts across APAC operations. Whilst the regional head office has an experienced PMO team, there is insufficient bandwidth or budget to provide dedicated PMO support in the many local offices across the territory. The client is concerned about the scale of the programme compared with current project management capability.
- Needs regular regional communications, and status reporting in line with programme standards. Wants to build local skills for future projects, whilst maintaining momentum on the programme.

## PMO on Demand Solution

- A subscription service, starting with an initial **capability assessment** followed by 3 service modules including: **coaching** of local teams utilising web conferences to deliver structured development sessions; production of monthly team **communications**, aligned with group and regional head office messages, customised and translated for local project teams. Weekly calls with local project teams to build **project status reports** and consolidation and report back to regional head office. The subscription runs on a monthly basis, and can be scaled down as local team gain confidence.

## Getting started

It's easy to get started with PMO on Demand. First, we will arrange a meeting to discuss your PMO scope and objectives, agree target outcomes and metrics, and assess current capability using our PMO Profiler.

We can then select the relevant services to suit your needs, and agree the most appropriate delivery model for your company.

Finally, you decide whether you would prefer a fixed term service or a monthly subscription model. Your chosen services will be available immediately<sup>1</sup>, and we will call you to introduce your dedicated PMO Academy support team.

PMO on Demand Subscription Options

Project Office	Portfolio Management Office	Programme Management Office	Enterprise Programme Management Office
Best for			
Individual or unrelated projects	Departmental Project Portfolios	Interdependent projects across multiple departments	Company wide portfolio management
Key Features			
Online capability assessment Shared service help desk All standard templates	On site capability assessment Portfolio integrity checking Dedicated help desk All standard templates and "How 2 Guides"	On site capability assessment Programme wide integrity checking Dedicated help desk All standard templates and "How 2 Guides"	On site capability assessment Portfolio healthcheck Company wide portfolio integrity checking Dedicated help desk All standard templates and "How 2 Guides"

Want to find out more?

Please contact us for an initial discussion:

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<sup>1</sup> Subject to contract approval and necessary pre-payments