

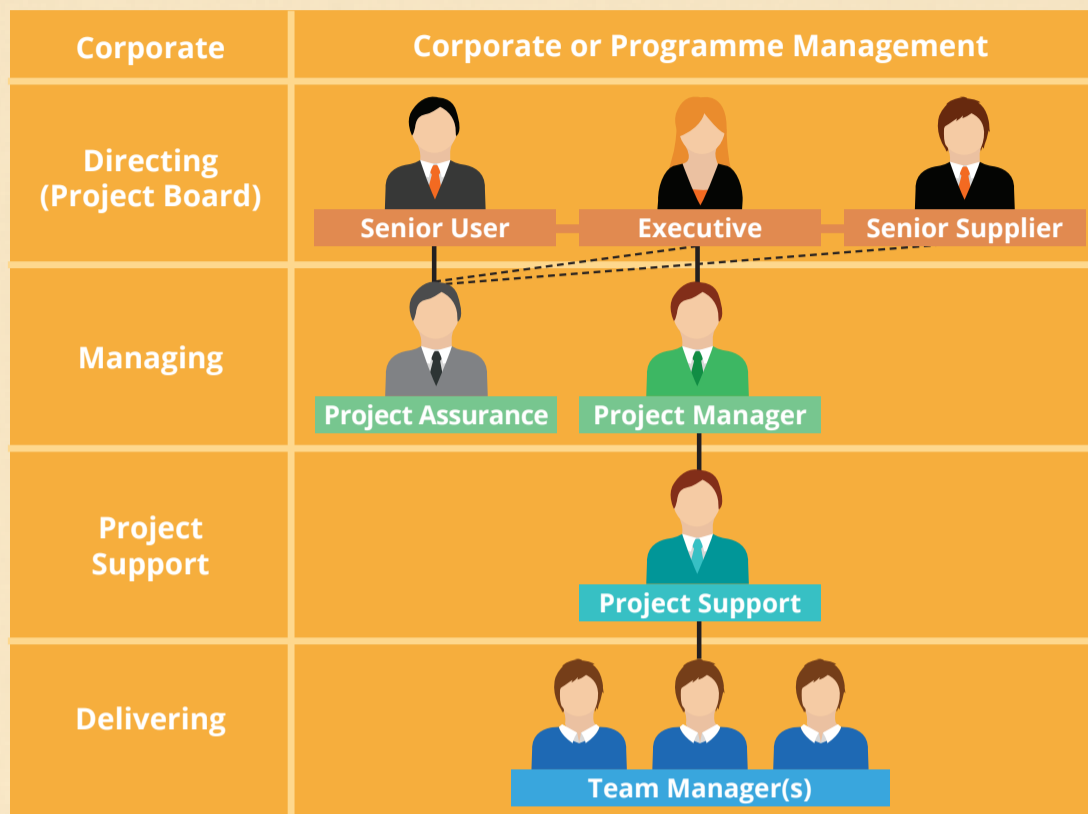
# PRINCE2® Poster Series #14

## Project Assurance versus Project Support



by Susanne Madsen

### The Directing Level



### The Project Support

#### Project Support

The Project Support role includes administrative services such as writing minutes, maintaining the quality records and risk register, assisting with the compilation of reports, project plans, stage plans and team plans. Project Support can also provide guidance to the Project Manager on the use of project management tools and configuration management as well as specialist expertise around planning or risk management.

Project Support is the responsibility of the Project Manager and defaults to the Project Manager to do if it isn't allocated to a separate person. As such, the Project Support role is not optional, but the allocation of a separate individual or group to carry out the required tasks is optional.

#### Project Assurance

The Project Assurance role is about monitoring all aspects of the project's performance and products independently of the Project Manager. This includes the communication management and quality management strategies are appropriate, monitoring changes to the project plan, reviewing project progress and the business case.

Project Assurance carries out these activities on behalf of the Project Board members, who are responsible for all project activities. If the Project Board members have sufficient time, skill and knowledge they may conduct their own Project Assurance tasks. Otherwise they may assign separate individuals to carry them out.

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- Project Assurance isn't just an independent role, it is also responsible for supporting the Project Manager and guidance on the use of corporate resources. Project Assurance should be involved in quality inspections and reviews.
- Project Assurance should be involved in all of the PRINCE2 processes.
- The Project Board members remain accountable for Project Assurance even if they delegate the responsibility to someone else.
- Project Assurance should be kept separate from Project Support to maintain independence of Project Assurance.
- Some corporate organizations may have a Project Management Office (PMO) or similar structure, which can fulfil some or all of the Project Support functions.