

PRINCE2® Poster Series #3

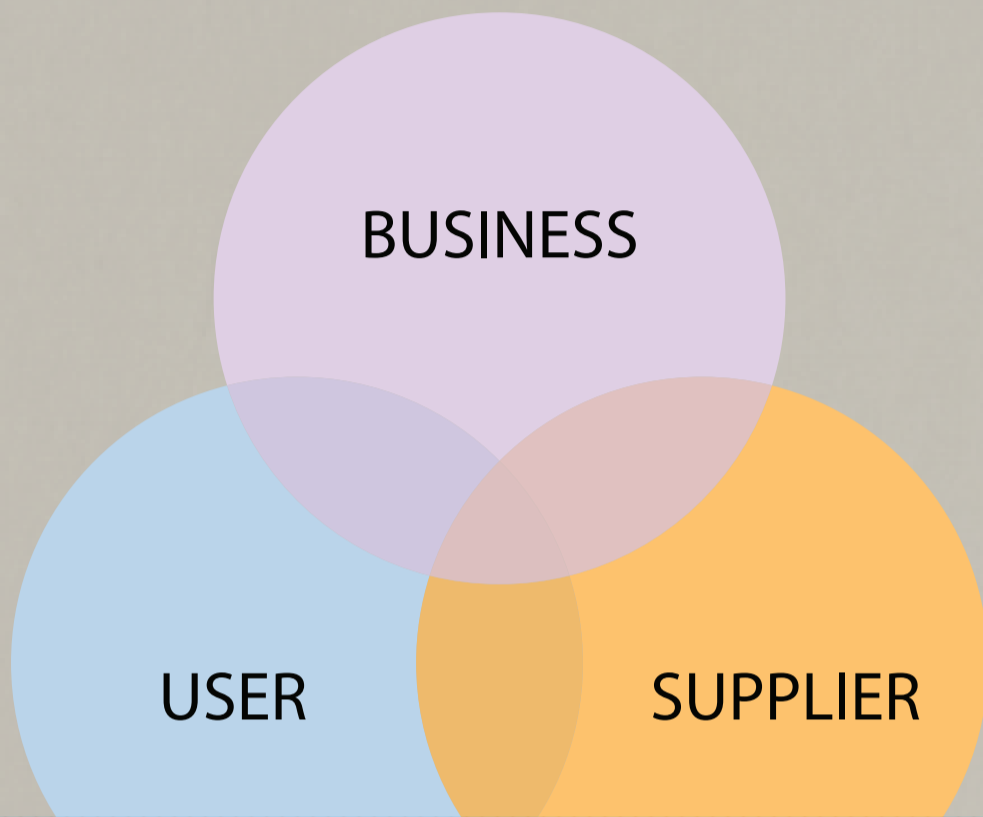
Roles and Responsibilities



by Susanne Madsen

This poster summarizes the key roles and responsibilities of PRINCE2 and the most important aspects to keep in mind. Do all these roles exist on your current project and are they clearly defined?

Three Primary Stakeholder Roles on a PRINCE2 Project



The Executive

Interest: Business interests

Main Responsibilities: The business aspects of project and business case.

Main Question: Is this project value for money?

The Senior User

Interest: User interests

Main Responsibilities: Specifies desired outputs and user requirements.

Main Question: Will the end product meet the users' needs and requirements?

The Senior Supplier

Interest: Supplier interests

Main Responsibilities: Provides resources and skills to create the project's specialist products (outputs).

Main Question: How can the product be produced within time, cost, quality and other variables?

Project Manager

Characteristics:

- Manages the project on a day-to-day basis on behalf of the Project Board.
- Ensures that products are produced to quality, scope, risk and benefit performance goals.
- Usually comes from the customer's organization.
- Is responsible for most of the PRINCE2 processes (apart from Directing a Project and Managing Product Delivery).
- May take on the Team Manager role on smaller projects.
- Must take on the Project Support role if it cannot be delegated.

Project Assurance

Characteristics:

- Works on the same level as the Project Manager on behalf of the Project Board.
- Supports the Project Manager in the project.
- Establishes and maintains standards.
- Develops and reviews processes so as to monitor all aspects of performance.

Did you Know?

- The Project Manager and Executive roles cannot be shared?
- Can the Project Manager take on the role of Project Assurance?
- Are the PRINCE2 responsibilities are documented in the role descriptions and included in the project Brief?
- The Project Management team is appointed during the Starting up project process.

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