

SECTION 2 - GENERAL INFORMATION	
1. NAME OF THE PROJECT:	
2. PROJECT NUMBER:	
3. PROJECT LOCATION:	
4. PROJECT TYPE:	
5. PROJECT STATUS:	
6. PROJECT START DATE:	
7. PROJECT END DATE:	
8. PROJECT BUDGET:	
9. PROJECT FUNDING SOURCE:	
10. PROJECT CONTACT NAME:	
11. PROJECT CONTACT PHONE:	
12. PROJECT CONTACT EMAIL:	
13. PROJECT DESCRIPTION:	
14. PROJECT OBJECTIVES:	
15. PROJECT BENEFITS:	
16. PROJECT RISKS:	
17. PROJECT CHALLENGES:	
18. PROJECT SUCCESS FACTORS:	

SECTION 3 - PROJECT PERFORMANCE											
ID	DESCRIPTION	PLANNED			ACTUAL			VARIANCE			REMARKS
		START	END	DURATION	START	END	DURATION	START	END	DURATION	
1	Project Initiation	2023-01-01	2023-01-05	5	2023-01-01	2023-01-05	5				
2	Requirements Gathering	2023-01-06	2023-01-15	10	2023-01-06	2023-01-15	10				
3	System Design	2023-01-16	2023-02-01	16	2023-01-16	2023-02-01	16				
4	Development	2023-02-02	2023-03-15	42	2023-02-02	2023-03-15	42				
5	Testing	2023-03-16	2023-04-01	16	2023-03-16	2023-04-01	16				
6	Deployment	2023-04-02	2023-04-05	4	2023-04-02	2023-04-05	4				
7	Project Closeout	2023-04-06	2023-04-10	5	2023-04-06	2023-04-10	5				
8	Post-Project Review	2023-04-11	2023-04-15	5	2023-04-11	2023-04-15	5				
9	Overall Project Summary	2023-04-16	2023-04-16	1	2023-04-16	2023-04-16	1				

SECTION 4 - RESOURCE UTILIZATION											
ID	DESCRIPTION	START	END	DURATION	PLANNED		ACTUAL		VARIANCE		REMARKS
					START	END	START	END	START	END	
1	Project Initiation	2023-01-01	2023-01-05	5	2023-01-01	2023-01-05	2023-01-01	2023-01-05	2023-01-01	2023-01-05	
2	Requirements Gathering	2023-01-06	2023-01-15	10	2023-01-06	2023-01-15	2023-01-06	2023-01-15	2023-01-06	2023-01-15	
3	System Design	2023-01-16	2023-02-01	16	2023-01-16	2023-02-01	2023-01-16	2023-02-01	2023-01-16	2023-02-01	
4	Development	2023-02-02	2023-03-15	42	2023-02-02	2023-03-15	2023-02-02	2023-03-15	2023-02-02	2023-03-15	
5	Testing	2023-03-16	2023-04-01	16	2023-03-16	2023-04-01	2023-03-16	2023-04-01	2023-03-16	2023-04-01	
6	Deployment	2023-04-02	2023-04-05	4	2023-04-02	2023-04-05	2023-04-02	2023-04-05	2023-04-02	2023-04-05	
7	Project Closeout	2023-04-06	2023-04-10	5	2023-04-06	2023-04-10	2023-04-06	2023-04-10	2023-04-06	2023-04-10	
8	Post-Project Review	2023-04-11	2023-04-15	5	2023-04-11	2023-04-15	2023-04-11	2023-04-15	2023-04-11	2023-04-15	
9	Overall Project Summary	2023-04-16	2023-04-16	1	2023-04-16	2023-04-16	2023-04-16	2023-04-16	2023-04-16	2023-04-16	

SECTION 5 - FINANCIAL SUMMARY											
ID	DESCRIPTION	PLANNED		ACTUAL		VARIANCE		REMARKS			
		START	END	START	END	START	END	START	END	START	END
1	Project Initiation	2023-01-01	2023-01-05	2023-01-01	2023-01-05	2023-01-01	2023-01-05				
2	Requirements Gathering	2023-01-06	2023-01-15	2023-01-06	2023-01-15	2023-01-06	2023-01-15				
3	System Design	2023-01-16	2023-02-01	2023-01-16	2023-02-01	2023-01-16	2023-02-01				
4	Development	2023-02-02	2023-03-15	2023-02-02	2023-03-15	2023-02-02	2023-03-15				
5	Testing	2023-03-16	2023-04-01	2023-03-16	2023-04-01	2023-03-16	2023-04-01				
6	Deployment	2023-04-02	2023-04-05	2023-04-02	2023-04-05	2023-04-02	2023-04-05				
7	Project Closeout	2023-04-06	2023-04-10	2023-04-06	2023-04-10	2023-04-06	2023-04-10				
8	Post-Project Review	2023-04-11	2023-04-15	2023-04-11	2023-04-15	2023-04-11	2023-04-15				
9	Overall Project Summary	2023-04-16	2023-04-16	2023-04-16	2023-04-16	2023-04-16	2023-04-16				

SECTION 6 - RISK MANAGEMENT											
ID	DESCRIPTION	PLANNED		ACTUAL		VARIANCE		REMARKS			
		START	END	START	END	START	END	START	END	START	END
1	Project Initiation	2023-01-01	2023-01-05	2023-01-01	2023-01-05	2023-01-01	2023-01-05				
2	Requirements Gathering	2023-01-06	2023-01-15	2023-01-06	2023-01-15	2023-01-06	2023-01-15				
3	System Design	2023-01-16	2023-02-01	2023-01-16	2023-02-01	2023-01-16	2023-02-01				
4	Development	2023-02-02	2023-03-15	2023-02-02	2023-03-15	2023-02-02	2023-03-15				
5	Testing	2023-03-16	2023-04-01	2023-03-16	2023-04-01	2023-03-16	2023-04-01				
6	Deployment	2023-04-02	2023-04-05	2023-04-02	2023-04-05	2023-04-02	2023-04-05				
7	Project Closeout	2023-04-06	2023-04-10	2023-04-06	2023-04-10	2023-04-06	2023-04-10				
8	Post-Project Review	2023-04-11	2023-04-15	2023-04-11	2023-04-15	2023-04-11	2023-04-15				
9	Overall Project Summary	2023-04-16	2023-04-16	2023-04-16	2023-04-16	2023-04-16	2023-04-16				

SECTION 7 - PROJECT EVALUATION											
ID	DESCRIPTION	PLANNED		ACTUAL		VARIANCE		REMARKS			
		START	END	START	END	START	END	START	END	START	END
1	Project Initiation	2023-01-01	2023-01-05	2023-01-01	2023-01-05	2023-01-01	2023-01-05				
2	Requirements Gathering	2023-01-06	2023-01-15	2023-01-06	2023-01-15	2023-01-06	2023-01-15				
3	System Design	2023-01-16	2023-02-01	2023-01-16	2023-02-01	2023-01-16	2023-02-01				
4	Development	2023-02-02	2023-03-15	2023-02-02	2023-03-15	2023-02-02	2023-03-15				
5	Testing	2023-03-16	2023-04-01	2023-03-16	2023-04-01	2023-03-16	2023-04-01				
6	Deployment	2023-04-02	2023-04-05	2023-04-02	2023-04-05	2023-04-02	2023-04-05				
7	Project Closeout	2023-04-06	2023-04-10	2023-04-06	2023-04-10	2023-04-06	2023-04-10				
8	Post-Project Review	2023-04-11	2023-04-15	2023-04-11	2023-04-15	2023-04-11	2023-04-15				
9	Overall Project Summary	2023-04-16	2023-04-16	2023-04-16	2023-04-16	2023-04-16	2023-04-16				

SECTION 8 - PROJECT CONCLUSION											
ID	DESCRIPTION	PLANNED		ACTUAL		VARIANCE		REMARKS			
		START	END	START	END	START	END	START	END	START	END
1	Project Initiation	2023-01-01	2023-01-05	2023-01-01	2023-01-05	2023-01-01	2023-01-05				
2	Requirements Gathering	2023-01-06	2023-01-15	2023-01-06	2023-01-15	2023-01-06	2023-01-15				
3	System Design	2023-01-16	2023-02-01	2023-01-16	2023-02-01	2023-01-16	2023-02-01				
4	Development	2023-02-02	2023-03-15	2023-02-02	2023-03-15	2023-02-02	2023-03-15				
5	Testing	2023-03-16	2023-04-01	2023-03-16	2023-04-01	2023-03-16	2023-04-01				
6	Deployment	2023-04-02	2023-04-05	2023-04-02	2023-04-05	2023-04-02	2023-04-05				
7	Project Closeout	2023-04-06	2023-04-10	2023-04-06	2023-04-10	2023-04-06	2023-04-10				
8	Post-Project Review	2023-04-11	2023-04-15	2023-04-11	2023-04-15	2023-04-11	2023-04-15				
9	Overall Project Summary	2023-04-16	2023-04-16	2023-04-16	2023-04-16	2023-04-16	2023-04-16				

SECTION 9 - PROJECT APPENDIX											
ID	DESCRIPTION	PLANNED		ACTUAL		VARIANCE		REMARKS			
		START	END	START	END	START	END	START	END	START	END
1	Project Initiation	2023-01-01	2023-01-05	2023-01-01	2023-01-05	2023-01-01	2023-01-05				
2	Requirements Gathering	2023-01-06	2023-01-15	2023-01-06	2023-01-15	2023-01-06	2023-01-15				
3	System Design	2023-01-16	2023-02-01	2023-01-16	2023-02-01	2023-01-16	2023-02-01				
4	Development	2023-02-02	2023-03-15	2023-02-02	2023-03-15	2023-02-02	2023-03-15				
5	Testing	2023-03-16	2023-04-01	2023-03-16	2023-04-01	2023-03-16	2023-04-01				
6	Deployment	2023-04-02	2023-04-05	2023-04-02	2023-04-05	2023-04-02	2023-04-05				
7	Project Closeout	2023-04-06	2023-04-10	2023-04-06	2023-04-10	2023-04-06	2023-04-10				
8	Post-Project Review	2023-04-11	2023-04-15	2023-04-11	2023-04-15	2023-04-11	2023-04-15				
9	Overall Project Summary	2023-04-16	2023-04-16	2023-04-16	2023-04-16	2023-04-16	2023-04-16				