

# Project Directives

## Purpose:

To set parameters and conditions for the project and to get acknowledgement from both project manager and project sponsor that they agree on them.

To clarify the expectations of the project and the interaction between project manager and sponsor.

## Explanation:

This document is intended to be used both for ordering a project phase, such as a prestudy or a start phase, and for commissioning an entire project.

Clarify which phase(s) the directives cover at the point "Scope of project directives".

(This document was originally drawn up by Wenell Management AB. You may make adaptations to suit your needs.)

Prepared by Tommy Ståhl	Name of the Document Project Directives	
Responsible for the Document/Approved by Daniel Nilsson 3p International AB (publ)	Date 2006-11-08	Rev 1.0

- 1. Scope of project directives**
- 2. Background, previous activities**
- 3. Goals**
  - 3.1. End effects**
  - 3.2. Project main goal**
- 4. Important preconditions**
  - 4.1. Collaborative partners**
  - 4.2. Links to other projects/activities**
  - 4.3. Aim and direction, key issues**
- 5. Operating framework**
  - 5.1. Time limits, delivery and completion dates**
  - 5.2. Human resources**

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**5.3. Other resources**

**5.4. Cost (including contingencies)**

**6. Decision points**

**6.1. Gate decisions to be applied**

**6.2. Date of next gate decision**

**6.3. Other important decisions**

**7. Reporting routines, extent and content**

**8. Other**

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