

MEDITERRANEAN TRANSPORT INFRASTRUCTURE NETWORK PROJECT (MTIN)

Project Structure and Stages & Role of Project Manager

Anthony Glover
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MEDA Transport Infrastructure Network Project



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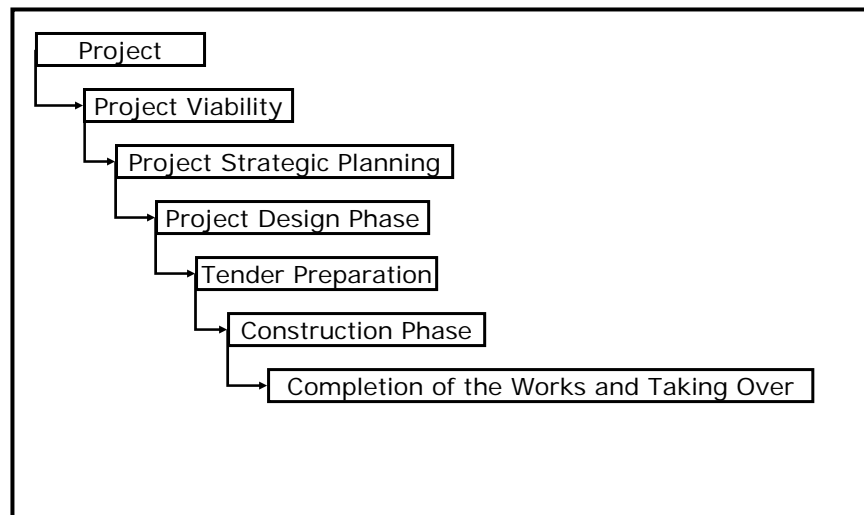
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STAGES TO PROJECT



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STAKEHOLDERS IN THE PROJECT

For Public Sector projects there will be several stakeholders in respect of the Employer which may include:

- a) The Final Beneficiary
- b) The Implementing Agency
- c) The Contracting Authority
- d) Government Ministries such as Finance

In some cases a, b, & c, may be the same, but in others they may be separate departments or organisations



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ROLE OF THE PROJECT MANAGER (PM)

Key role to steer and coordinate the project from Initiation to Completion on behalf of the Stakeholders and to meet the project targets relating to:

- TIME
- COST
- QUANTITY



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PROJECT MANAGER'S QUALITIES

- Professional competence
- Experience of all aspects of projects
- Team leadership
- Excellent communicator
- Decisive within authority delegated



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PROJECT MANAGER'S TEAM

For large Public Sector Projects the PM shall require a team of skilled personnel to work with him.

There should be:

- Clear written guidelines for each team member stating authority and responsibilities
- Quality management procedures in place as guidance to the Project Team Performance targets



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PROJECT MANAGER'S DUTIES

These will vary according to the project but may include:

- Assistance in preparing the Project Brief
- Financial and Economic Analysis
- Advice on potential funding sources
- Development of the project strategy
- Project time planning and programming systems
- Management of Feasibility or Preparatory Studies
- Applications for Funding
- Procurement of Technical Assistance for the Project through Service contracts



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PROJECT MANAGER'S DUTIES (CONT)

- Budget and Project Cost Planning
- Procurement of Supervision and Works Contracts
- Preparation of Tender Documentation
- Evaluation of Tenders
- Monitoring and coordinating project inputs from:
 - Supervisory Engineer
 - Works Contracts
 - Beneficiary at commissioning and occupancy stage
 - Statutory Authorities



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PROJECT MANAGER'S DUTIES (CONT)

- Arrange and coordinate meetings throughout the project
- Reports to Beneficiary/Employer
- Provide early warning of project problems to Beneficiary/Employer
- Troubleshooting of project problems

The Role of the Project Manager is critical to the success of the project



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