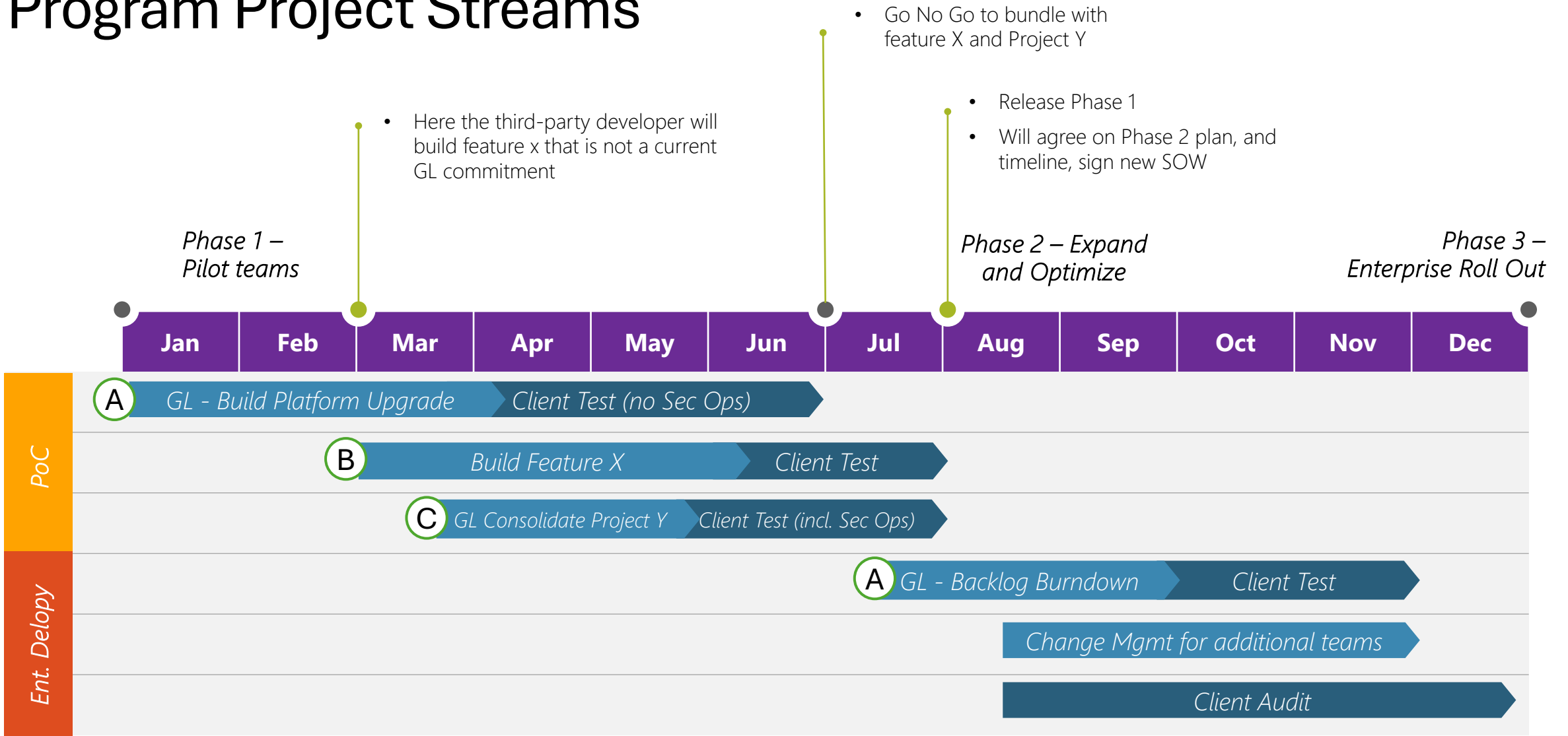


Program Project Streams



Executive Status for Program as of X Date

Last Report

This Report

KEY

At Risk

Behind schedule on critical path

Team A put in a lot of time toward MVP

Not Started

Off Track

On Track

Completed

Recent Accomplishments:

- Phase 1 projects have passed significant milestone for testing completion.
- Successful handoff to client testing features X, and Y, and integrations to Z.

Next Steps:

- Pen Testing on build 3.1 should take 2 weeks.
- Completing final testing criteria for client testing plan.
- GL Sales want to spec out new project, SOW for rapid pipeline.
- Full WBS plans [here](#).

Risks, Issues, Decisions:

- Risk:** Increasing lead times for new Acceptance Criteria. This was identified in pre-mortem but is larger than anticipated. Owner: Rich P
- Issue:** Stakeholder X is calling for a new project to address training, currently out of scope. Owner: Sue N
- Risk:** Bumpy burndown on Team B. Mitigated by improved PTO planning.
- Decision: Upcoming Go/No Go bundled deployment decision. Decision criteria defined [here](#).

Milestones

Start Date End Date Status

Phase 1 Charter and ARCI finalized	Jan 1	Jan 10	Completed
Phase 1 for pilot dev pipeline - testing	Jan 15	May 15	At Risk
Build Feature X build by Team B	Mar 20	May 1	On Track
Phase 1 deployment decision	May 3		Not Started

Steering Committee Agenda

- Program Status: Green since critical path [milestones](#) for the current projects have been met according to plan. We not need to meet unless a member elects to meet or raises significant concern.
- Decisions [Full Decisions Log here](#)
 - To be made
 - Proposed PCR for adding resources to testing team to accelerate timeline for Phase 1. Program Leadership, Joseph N, and program champion, are in-agreement. Asking to be signed by end of the week.
 - Recently made
 - Adjusted ARCI matrix: client accepted responsibility for change communication to partner network.
- Governance
 - Updated escalation path for streamlined intake of project changes. With MSA now Procurement only to be informed prior to intake.
- Risks (high probability, high impact) [Full Risk Log here](#)
 - Increasing lead times. This was identified in pre-mortem but is larger than anticipated.
- Issues (high and medium impact) [Full Issues Log here](#)
 - Stakeholder X is calling for a new project to address training. This is currently out of scope.
- Health
 - Team A morale is high after achieving deliverables and customer sat wins.
 - Team B is spending a lot of time debugging low data incoming requests. Addressing at retrospective this week.
- Program Success
 - Have achieved first objective to PoC platform pilot to upgrade Sec Ops, and delivery chain with incremental delivery acceleration levers.

Steering Committee Agenda

Status + reason and proof. Proof prevents watermelon status where it is reported green but is actually red. If it is yellow or red mention ways to put it back on track.

- Program Status: Green since critical path [milestones](#) for the current projects have been met according to plan. We not need to meet unless a member elects to meet or raises significant concern.

Time is precious. Give the members an “out” for meeting but also don’t be shy if you need them or they you.

- Decisions [Full Decisions Log here](#)

- To be made
 - Proposed PCR for adding resources to testing team to accelerate timeline for Phase 1. Program Leadership, Joseph N, and program champion, are in-agreement. Asking to be signed by end of the week.
- Recently made
 - Adjusted ARCI matrix: client accepted responsibility for change communication to partner network.

ARCI is RACI but highest to lowest level of hierarchy.

- Governance

- Updated escalation path for streamlined intake of project changes. With MSA now Procurement only to be informed prior to intake.

- Risks (high probability, high impact) [Full Risk Log here](#)

- Increasing lead times. This was identified in pre-mortem but is larger than anticipated.

Filter for the top risks and issues. Provide access to full logs.

- Issues (high and medium impact) [Full Issues Log here](#)

- Stakeholder X is calling for a new project to address training. This is currently out of scope.

- Health

- Team A morale is high after achieving deliverables and customer sat wins.
- Team B is spending a lot of time debugging low data incoming requests. Addressing at retrospective this week.

Team health is vital for employee satisfaction, low churn, high quality.

- Program Success

- Have achieved first objective to PoC platform pilot to upgrade Sec Ops, and delivery chain with incremental delivery acceleration levers.

Overall, the agenda is a summation that allows committee to move the program forward, not a recitation of every detail.