


Template Approvals Matrix

Template			Small project scope i/d	Small project plan	Proposal	Component Assignment Brief	Component proposal	Component options analysis	Options analysis	Preliminary BPA	Preliminary BRS	Component offer	Business case	Final BPA	Final BRS	Project plan	Component project plan	Handover report	Completion report	PIR	
For	Role	Action																			
Controlling project	Customer	Approves/accepts	✓		✓				✓	✓	✓		✓	✓	✓			✓		✓	
		Offers/proposes																			
	Sponsor	Approves/accepts		✓				✓				✓				✓				✓	
		Offers/proposes	✓		✓	✓			✓	✓	✓		✓	✓	✓				✓		
	Project Manager	Approves/accepts						✓				✓									
		Offers/proposes/prepares	✓	✓	✓	✓			✓	✓	✓		✓	✓	✓	✓	✓		✓	✓	
Component/ sub project	Customer *	Approves/accepts						✓	✓			✓						✓			
		Offers/proposes																			
	Sponsor	Approves/accepts				✓	✓	✓		✓	✓	✓		✓	✓		✓			✓	
		Offers/proposes																	✓		
	Project Manager	Approves/accepts																			
		Offers/proposes/prepares					✓	✓				✓						✓	✓	✓	

* = project manager of controlling project

© The State of Queensland (Department of Transport and Main Roads) 2012



<http://creativecommons.org/licenses/by/3.0/au>
To attribute this material, cite State of Queensland (Department of Transport and Main Roads) 2012, TMR OnQ Framework.

Matrix Version 1.0 (22/11/2012)