



Checklist for Initiative Value Case (G2)

4. Portfolio Manager

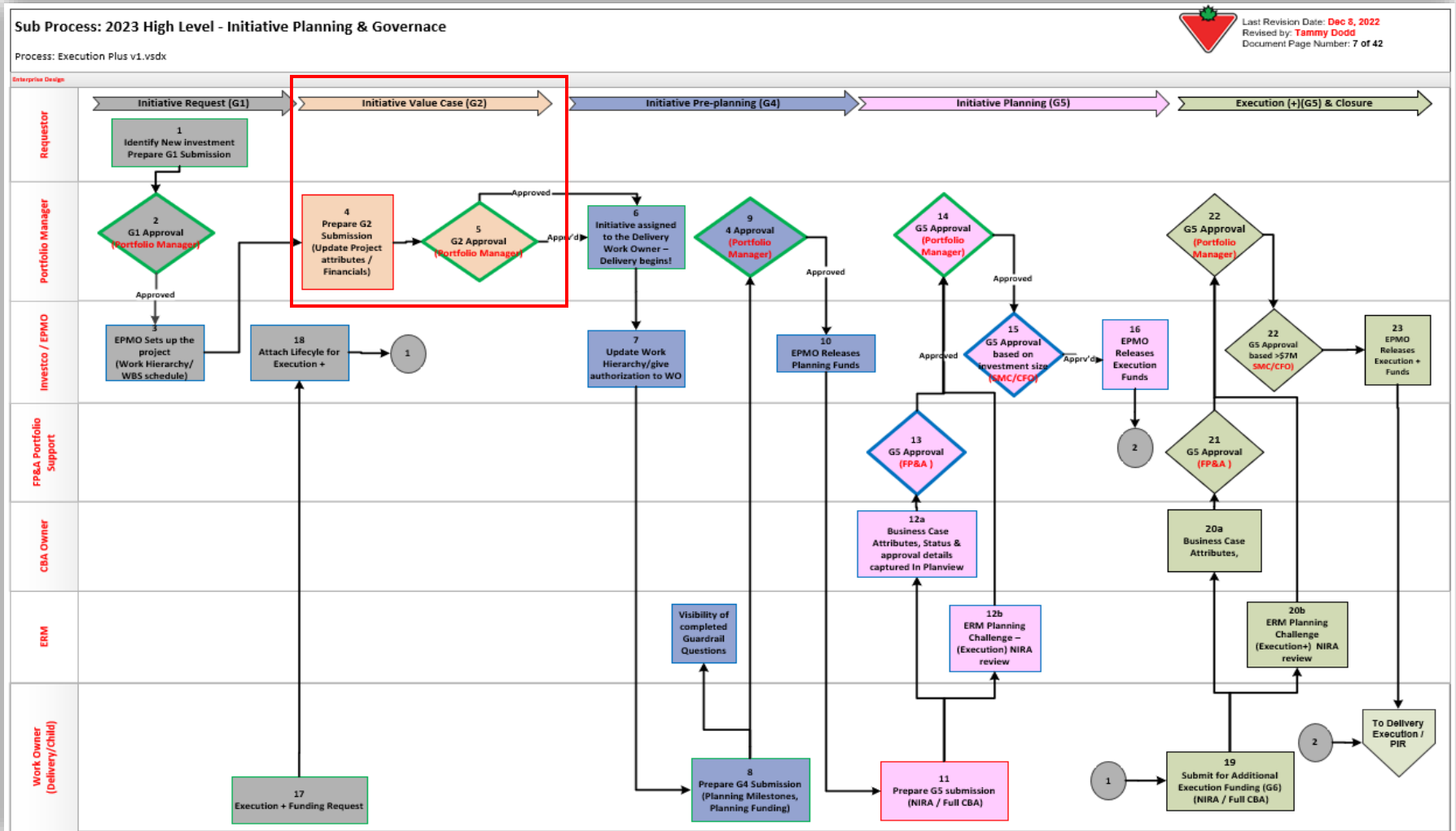
- Prepare G2 Submission (Update Project attributes/financials)

5. Investco/EPMO

- G2 Approval



Funding and Gating Process Flow





Planview Roles and Responsibilities

| EIP Role | Planview Role | Responsibilities |
|--------------------------------------|---------------------------------|---|
| Strategy Mobilization Committee | Strategy Mobilization Committee | <ul style="list-style-type: none"> Sets Investment Portfolio spend targets – including prioritization of spend across portfolios Review portfolios or perform “Health checks” regularly Recommends/approves funding releases for “Large” projects (>= \$7M) |
| Portfolio Owner/ Designate/ Delegate | Portfolio Manager | <ul style="list-style-type: none"> Acts on behalf of the Portfolio Owner/Designate in Planview to monitor portfolio performance, provide updates on progress to outcomes and adjustments required to manage to outcomes within envelope Manages requests for new projects and reviews them for inclusion in portfolio Capture initial project attributes and assign WOs Review funding requests, CBAs and capture gate approvals on behalf of the Owner/Designate Responsible for financial forecasting on unstarted work (work status = Requested) |
| FP&A | FP&A CBA Owner | <ul style="list-style-type: none"> Responsible for owning the CBA process and completing peer reviews Uploads the CBA and captures CBA attributes in Planview |
| | FP&A Portfolio Support | <ul style="list-style-type: none"> Reviews the CBA attributes in Planview Approves the CBA in Planview – ensuring the CBA meets the portfolio objectives |
| Investment Planning Team (IPT) | EPMO | <ul style="list-style-type: none"> Governs projects and releases funds Coordinates the scheduling of projects into SMC Captures SMC/CFO approval within Planview Supports the EIP process between all stakeholders |
| Delivery Teams (VP and AVP) | Work Owner (Delivery) | <ul style="list-style-type: none"> Responsible for financial forecasting once project starts (work status = Open/Approved) Submit funding requests following gating lifecycle Support preparation of governance documents (CBA/CEA/NIRA) and gather approvals Responsible for project execution (Project Health, status updates, Go Live) |
| | Work Owner (Child) | <ul style="list-style-type: none"> Are assigned to projects (Child) within a Program Responsible for Child project execution (Project Health and status updates) Forecasting on Child project and liaising with the Program Manager to ensure Program is aligned |