



جامعة الجميع الذكية
EVERYONE'S SMART UNIVERSITY

Everyone's Smart University

Project (Spring 2021)

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Section

Master

Date

Thursday

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Course Code

(PMG506)

Advanced project Management

Instructions:

- اخر موعد للتسليم هو يوم الخميس 2021-05-08 في تمام الساعة 9 مساءً.
- الإجابة متاحة باللغة الإنجليزية أو اللغة العربية مع مراعاة أن تكون المصطلحات العلمية باللغة الانجليزية.
- يتم تسليم المشروع في صيغة ملف pdf مع الالتزام نموذج الجامعة ولن تقبل أي مستندات أخرى.
- يجب مراعاة أقسام البحث الرئيسية (مقدمة Introduction، دراسات علمية سابقة Literature Review، طريقة البحث Methodology، النتائج والمناقشة Results and Discussion، وأخيراً المراجع References. وان كان هناك ملحقات Appendices يتم إضافتها)
- يجب الالتزام بـ Theme موحد كما يلي:
- حجم الخط 12.
- نوع الخط Arial.
- لون الخط أسود.
- المسافة بين الأسطر 1.5 line spacing
- عدد صفحات البحث (لا يقل عن ثلاث صفحات ولا يزيد عن ست صفحات).

Instructor's Name: ~~Eng. Amaal Aburumman~~ **Eng. Dr. Akram M. S. A**

Introduction:

A lead foreign logistics and customs clearance company works with many corporations that have a fine market share in Saudi Arabia. Lately they were assigned by one of their key clients to ship over 20 hazardous material with a chargeable weight over 10,000 KG during specific period.

To describe the whole project and to ensure a fully understanding of the client requirement a project charter was developed. The project charter will include what the objectives are, how it will be carried out, and who the stakeholders are. It is a crucial ingredient in planning the project.

Literature Review:

In 1994 a Chaos Report was established by the Standish Group, the project the was referred to this report has wasted about \$81 billion on information that were canceled during the project process [1].

Chuck McKeever the project manager with GCI has established a paper to prove the success of the project charter, in 2001 a proven solution was developed that improved the project through better communication and understanding which is the project charter [2].

Vivian Kloosterman stated in her research that the project without project charter is aimless. The project charter gives the manager the authority to end the project, announce the beginning of the project, define the nature of scope and so many other benefits. [3] The PMBOK® Guide, defines a project charter as “a document issued by the project initiator or sponsor that formally authorizes the existence of a project and provides the project manager with the authority to apply organizational resources to project activities. The key word in this definition is “authority.” [4]

Methodology:

In order to have a successful project charter, multiple meetings were developed with the project owner, to have enough data on the client requirements and needs. Primary data was collected through the interviewing and meetings the sponsors, stakeholders and the top managements via calls, emails and in personal. To set the project charter with full

understanding of the client expected outcome of the project, and key customer service in the airlines company to get the possible freight charges and freight availability within specific period. Moreover, online meetings were developed with our counterpart offices to understand the full process from POD to POL.

Secondary data collection method was firstly used, through reading articles of hazmat shipments project. The previous project helps in knowing the possible difficulties and how to overcome it.

Results and Discussion:

After data collected, project manager was able to create project showed below charter on agreed points to be signed by the client. The project charter will be submitted to the client before the project start day.

Background

The client want to import 27 Hazardous repair order shipments from USA (JFK, SEA, ATL, LAX) and Switzerland (ZRH), United Kingdom (LHR), and from Germany (FRA, HAM) to JED by Air, these shipment have chargeable weight +10,000 KG .

Goals

- Reduced transportation and logistics time by 12%
- Arrange shipping 9 shipment each month for 3 months
- Improved KPI performance by 65%

Scope

The project will include shipping by Air only, collecting the shipments from the vendors and arrange the documentations for easy in-out custom clearance and IATA flights approvals, booking the flights and all FOB activities will be included. Shipments with UN (3480, 3090) and shipments with Lithium batteries of over 25g are not included as it will be declined by the airline. Saber certificates (PCOC, QMC. ...ETC) are also not included, it's the client and shipper responsibility.

Key Stakeholders

Client	XYZ Company
Vendors	Jet Aviation
Project manager	Abdullah Mohammed
Project team members	Shahad Abdullah, Noor Mohammad, Asif Sayed

Project Milestones

Project starts: 12 May 21

Project End Date: 18 Aug 21

Pre-Alert: Pre alerts of shipment shall be sent Each Sunday through the project duration

Project Budget

Project budget is **2, 654, 000 SAR**

Constraints, Risks and Dependencies

Constraints	Only Air CAO Freighters, Only SV and EK airlines , not exceeding agreed budget, delivered within 3 months	
Risks and Dependencies	Shipment Discrepancy and Lost Wrong Destination Compliances and Regulation	Please refer to Appendix 1 for risk management plan

Approval Signatures

_____ [Name], Project Client	_____ [Name], Project Sponsor	_____ [Name], Project Manager
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References:

- [1] The Standish Group International, Inc. "The Chaos Report (1994)." West Yarmouth, MA: The Standish Group International, Inc., 1994
- [2] Chuck McKeever GCI, Inc. "the Project Charter-Success Blueprint" , 2001 Sept
- [3] Engineer Vivian Kloosterman, continuing professional development, EPD Feb 2019
- [4] Alison Dykstra, Construction Project Management: A Complete Introduction, 2011 Oct , CH 6

Appendix 1:

Risk Management plan

Risk	P	I	Severity	Preventive Action	Corrective Action
Global Pandemic (Covid-19)	0.8	0.9	Critical	1- In case flight were stocked in transit or delayed, avoid the routing in countries that has serious conditions with covid. 2- Book direct flights	1- Notify stakeholders and management 2- Ensure to have counterpart offices in the main cities that can help on site (import, re-export) in case of lockdown.
Shipment Discrepancy and Lost	0.4	0.8	High	1- Study different airline choices, choose the guaranteed company. Study the terms and conditions carefully and ensure to have a fair compensation if shipment was lost.	1- Track the last location of the shipment and communicate with our origin to send broker there to look for it. 2- Communicate the airline care team to investigate and report the situation.
Wrong Destination	0.3	0.7	Medium	1- Track & trace the shipments, sending pre alerts and check MAWB with origins when shipment departure, having staff on site to ensure everything goes in the right direction.	1- Communicate the wrong distention origin team to have the shipment imported and re-exported to the right direction
Compliances and Regulation	0.2	0.3	Low	1- Assign broker to do all the needful documentations. 2- Learning and preparing the required	1- Communicate the compliance agency and solve the issue

Risk	P	I	Severity	Preventive Action	Corrective Action
				documents before the EDD of the shipments	
Bad Weather	0.2	0.8	Medium	1- Ensure that Shipped goods have insurance bill.	1- Send a notification for the project owner about the delay. Follow up till having the earliest booking 2- Truck the shipment to the nearest POL with better weather conditions