



جامعة الجميع الذكية
EVERYONE'S SMART UNIVERSITY

Everyone's Smart University

Project (Spring 2021)

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Section

Master

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Advanced project Management

**Project Charter for
CONSTRUCTION OF MUNA-4 110/13.8
KV SUBSTATION**

1. Introduction:

In 2015 I was assigned as project manager for CONSTRUCTION OF MUNA-4 110/13.8 KV SUBSTATION and network connection project in holy Makkah area, in this report I will try to describe the project scope, purpose and objectives using *the project charter* tool.

MUNA area is a fast load growing area. This area is fed power from existing Muna (MNA), Muna-2 (MNA-2), Muna-3 (MNA-3), and Moaisam (MASM) substations. To keep the loading of the existing substations within its firm capacity and to meet with the growing power requirement of this area, construction of MUNA-4 substation is necessary. Saudi Electricity Company in the Western Region (CLIENT) signed the contract in order to expand its 110kV systems in the MAKKAH area. The substation will be named as MUNA-4 substation and will be located in Makkah holy area.

2. Literature Review

The PMBOK® Guide, 3^d Edition 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.” [1]

The most common and first intend of project charter is formally authorizes the existence of the project and that it makes sure that all the shareholders of the project formally accord on the definition of the project and have noted down the definition in script. The charter provides protection to the project team in resistance to the unrestrained scope creep and several other calamities awaiting the team of the project that initiate their work with merely an assumed and vague understanding of the scope of the project and other necessities. [2]

There exist two other significant purposes of the project charter. First, the developing process of the charter is as essential as the evidence itself. The project charter process of development is a marvelous chance coming as it does at the first phase of a project to incorporate the fresh group in teamwork, which guides the way towards the evolution of a real team. As a result of the immediate participation in the process of chartering, the members of the team initiate to take project ownership; that is, they

started to consider the project as their personal project, instead of considering it as somebody else's project that the team members would like to show as little connection as possible. Hence the process of chartering assists in forming a real team and to form project commitment. [3]

Second, it also serves as a consistent and an effectual way of communicating the definition of the project to individuals who were not included in the deliberations of charter development, like individuals who lately join the project team, contractors and several other resources which will be employed on the project, or the functional department managers from which the members of the team are drawn.

3. Methodology

PROJECT CHARTER

Project Name: Construction of MUNA-4 110/13.8KV Substation	Contract Number: 4400005710
Date: 8-April-2015	Revision Number: 3.0
1. PROJECT GOALS	
In order to enhance and expand the 110kV network systems in the MAKKAH area, and in order to meet the fast load growing at MUNA area and the connection with western region power grid, Saudi Electricity Company decided to build new 110/13.8kV Substation. The substation will be named as MUNA-4 substation and will be located in MUNA premises within Holy Makkah.	
2. SCOPE DEFINITION	
The project scope of work will include new 110 kV indoor GIS type Substation, arranged in a double-bus-single breaker configuration in MUNA area. The new Substation which shall be constructed under this PROJECT will be fed from 6 Nos. OHTL/UGC circuits (by other) , Two circuits from HUNAYN BSP, One circuit form WADI JALEEL substation, One circuit from MUNA Substation and Two circuits from Haram road substation. The new substation shall be equipped with Substation Automation System (SAS) and will be remotely controlled/supervised from the Remote Supervising Station/CLIENT Power Control Center (PCC) through SCADA system, Gateway with redundant Communication configuration.	

3. PROJECT MILESTONES		
Contract Signing & Notice To Proceed	08 th April, 2015	
Site Handing Over	26 th April, 2015	
Technical Completion Certificate	(14 months) - 28 th June, 2016	
Preliminary Acceptance Certificate	(16 months) - 28 th August, 2016	
Final Acceptance Certificate	(19 months) - 28 th November, 2016	
4. CONTRACT VALUE		
The Contract Value is 118,600,000.00 SAUDI RIYALS ONLY.		
5. CUSTOMERS/STAKEHOLDERS		
The Project will have the following main stakeholders:		
1- Saudi Electricity Company – Western Operating Area (SEC-WOA).		
2- National Grid Western Operating Area (NG-WOA).		
3- Holy Makkah Municipality.		
4- Saudi Services for Electro Mechanical Work (Contractor).		
5- Main Vendors & Subcontractors.		
6. RELATED DOCUMENTS		
Reference is made to Contract documents including Project Technical Specifications & drawings-Bid clarifications, Contractor Technical & commercial proposal, Post Bid clarifications and Contractor response, in addition to CLIENT quality and HSE requirements.		
7. PROJECT ORGANIZATIONAL STRUCTURE		
Project Organization Chart is enclosed in appendix-1.		
8. PROJECT RISKS		
1. Permit to perform site excavation using explosion materials due to site rocky area.		
2. Work suspension and site access restrictions during Hajj season.		
3. Delay in delivery of main equipment's.		
4. Technical issues related to interface with existing facilities.		
9. PROJECT SUCCESS CRITERIA		
The project shall be performed in line with contract documents and CLIENT standards and specifications in the agreed contract amount and meeting the contractual mile stones.		
10. PROJECT AUTHORIZATION		
Approved by:	CLIENT representative	Date
Approved by:	Project Manager	Date

4. Results and Discussion

In the life cycle of the project, the presence of the project charter is vital. In its absence, the project is similar as a ship without a captain. There is nothing to lead the way in the precise direction.

Furthermore, it should be noted that project charter can be adjusted to fit any company and a collection of projects, incorporating the projects that are highly driven by technology. The flow and ease of project attainment is directly because of the care taken with the development of the project charter. Literally, an excellent project charter keeps every single individual involved in any manner on the similar page. Furthermore, one project can have multiple project charter, in this case for example the demonstrated project charter was between Client/Contractor. While actually another project charter shall be established internally at the contractor side showing other aspects such as project budget and bidding strategy & risk/opportunity analysis.

5. References:

1. The PMBOK® Guide, 3^d Edition (PMI, 2004, 368)
2. International Journal of Scientific & Engineering Research, Volume 6, Issue 3, March-2015 , ISSN 2229-5518
3. (Verzuh, 2011).
4. (Heldman, Project Management JumpStart, 2011).

6. Appendices:

- 1- Project Organization Chart.

ORGANIZATION CHART- MUNA-4 SS

