

Project Risk Management

ARB CO. DWMS Implementation

1. Executive Summary

This project covers the implementation of Oracle Warehouse Management, which is a module of Oracle E-Business suite. And is developed in complete synergy with 'ARB Co.' business process. It is mutually agreed upon with ARB Co. management that this project is going to be carried out in one phase and will cover the one warehouse only as described in the following scope of work sections.

2. Scope

This section describes the project scope of work, and anything other than this list will be considered out of the scope.

2.1. Modules in scope:

- Standard functionalities and processes are going to be implemented for ODWS within the approved scope of this project. The scope excludes any customization on the stander module.
- Installation of on-premises E-Business suite release 12.2.7 for test and production instance.
- Setup & Configuration of common setup applications to configure ODWS.
- Build integration messages From/To Oracle Distribution Warehouse Management System to facilitate standing and receiving transactions with IFS ERP application of ARB.

2.2. List of Integration

- Master Datae
- In bound transactions relayed to the receiving area (PO, ASN, RAMA, GRN)
- Inventory transaction (Cycle/physical count, Adjustment, Move order)
- Outbound transaction (sales order, internal transfer, return to supplier)
- Daily stock position report.

2.3. Alerts Based on Business events

Status alerts based on business events to for data receipt and send confirmation.
Five custom reports.

2.4. Types of services

- A. Requirements Analysis
- B. Solution Design

- C. Training
- D. Development
- E. System setup and configuration
- F. Integration services responsibility for FROM/TO Oracle ODWS
- G. PMO services
- H. Testing as Conference Room Pilot (CRP) and User Acceptance Testing
- I. Post Implementation Onsite and Remote Support (One Month after Go Live)

3. Stakeholders

The stakeholders from ARB Co. and TI Co. are listed below with required details.

3.1. ARB Co. Stakeholders

Role	Stakeholder Name	Department	Position	Steering Committee
Project Sponsor	Dr. JAJ	Executive management	COO	Yes
Project Owner	Naeem Btawi	Supply Chain	CSCO	Yes
Project Manager	Hmzah	IT	PMO Manager	Yes
Business Owner	Ahmed	Finance	CFO	Yes
IT Owner	Fahad	IT	IT Director	Yes
Business Owner	Salem	Finance	Finance controllership Manager	Yes
Tech. Team	Majeed	Finance	Finance Manager	
IT Tech. Support	Alaa	IT	IT Security Admin.	
Business Owner	Abdullah	Supply Chain	RM Director	
Business Owner	Khalid	Supply Chain	FG Director	
Business user	Nadeem	Supply Chain	RM planning Manager	
Business user	Tamem	Supply Chain	FG -WH Manager	
Business user	Mohammed	Supply Chain	Inventory Controller	
Business user	Abdurahman	Supply Chain	Inventory Controller	
Business user	Aziz	Finance	Senior Accountant	
Business user	Tuan	Finance	Senior Accountant	

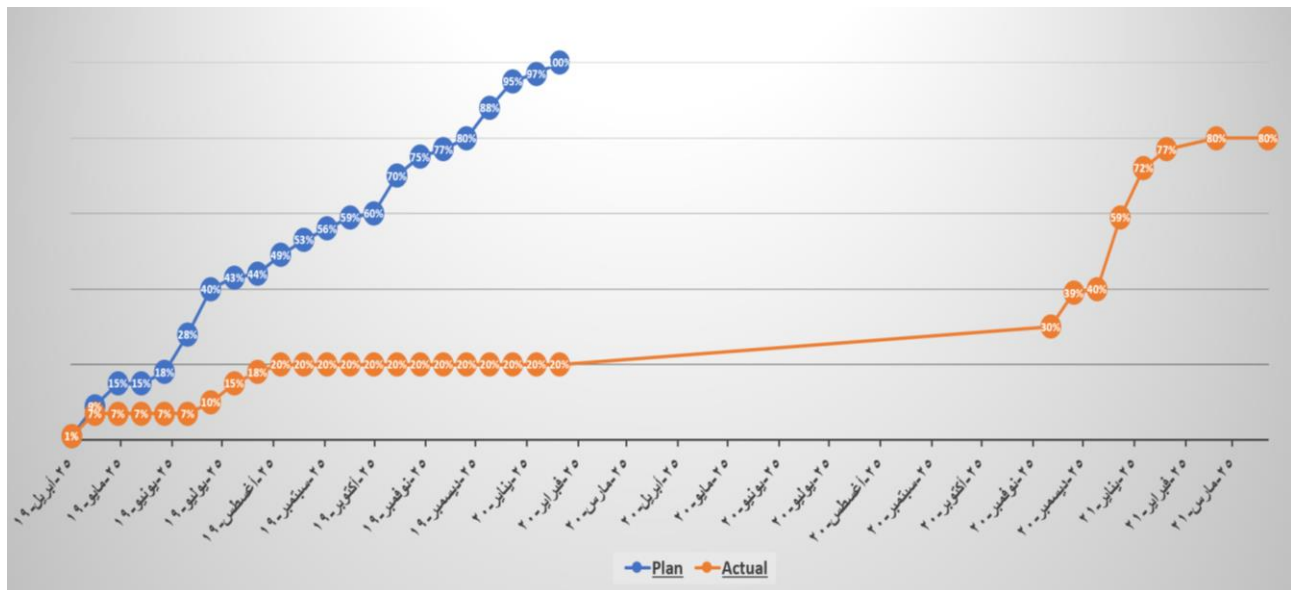
3.2. TI Co. Stakeholders

Role	Stakeholder Name	Department	Position	Steering Committee
Project Sponsor	Abdulraheem	IT	CIO	Yes
PMO Director	Sultan	IT	PMO Director	Yes
Project Owner	Nabil	IT	Solution Architect	Yes
Project Manager	Lila	IT	Project Manager	Yes
IT Consultant	Hadi	IT	IT Consultant	
IT App. Consultant	H.M	IT	IT Consultant	
IT Consultant	Wjid	IT	IT Consultant	

- .3.1.1. Management commitment and resource availability.
- .3.1.2. Project deliverables should be reviewed and approved within the time limit.
- .3.2.3. Any change request should be documented and approved as it may impact the schedule or budget.
- .3.2.4. Alignment with all the stakeholders on the key elements of the setup and configuration such as CoA, Work Structure and Key Fell fields.

	May-19				Jun-19				Jul-19				Aug-19				Sep-19				Oct-19				Nov-19				Dec-19				Jan-20			
Activity	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4				
Kick off Meeting	X																																			
install HW Test	X																																			
WH Layout Readiness	X																																			
Requirement	X	X	X																																	
HW Procurment			X																																	
Solution Design			X	X	X	X	X	X	X																											
System Setup				X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X																	
integration					X	X	X	X	X	X	X	X	X	X	X	X	X	X	X																	
First round testing																		X	X	X																
Development																			X	X	X	X														
Rework & Gap																				X	X	X	X													
User Acceptance Test																					X	X	X													
Production Deployment																							X	X	X	X										
Go Live.																									X											

Project Dashboard:



5. Deliverables

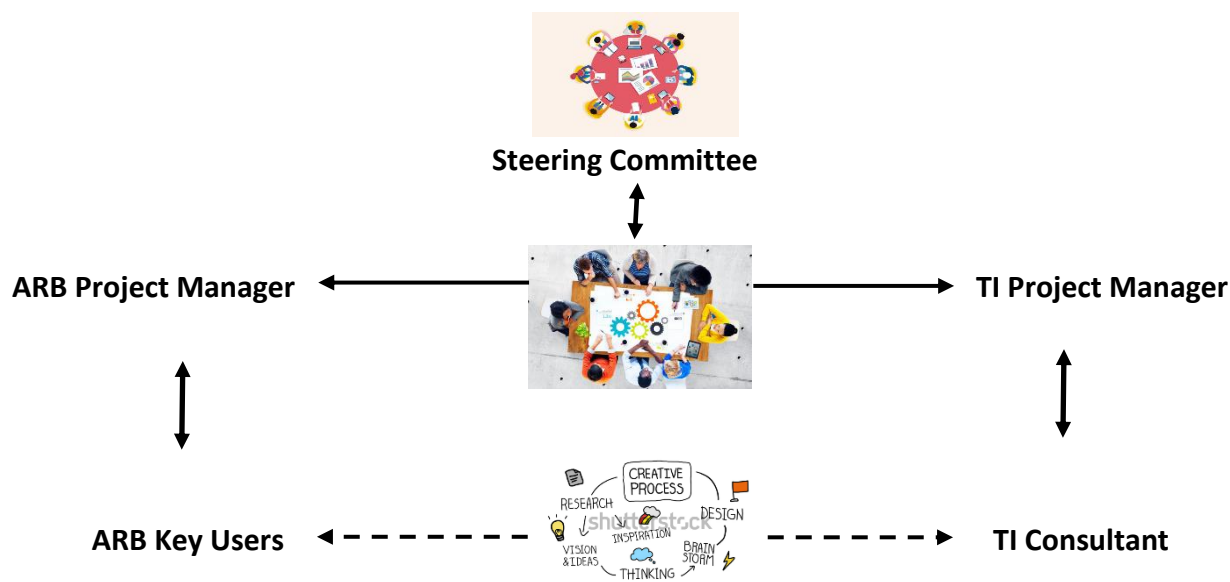
Deliverables	Initial Plan		Owner	New Plan		Status
	Start Date	End date		Start Date	End date	
Project Plan	21-Apr-19	30-Apr-19	TI			Done
Project charter	1-May-19	5-May-19	TI			Done
Project Kick off Meeting	8-May-19	8-May-19	TI			Done
Approved request document	8-May-19	8-May-19	ARB/TI			Done
Solution Design	19-May-19	11-Jul-19	ARB/TI	25-Nov-20	25-Dec-20	Done
Setup	16-Jun-19	23-Sep-19	ARB/TI	25-Dec-20	31-Jan-21	Done
CRP	10-Oct-19	27-Oct-19	ARB/TI	10-Jan-21	15-Feb-21	Done
UAT and signed off	2-Dec-19	17-Dec-19	ARB/TI	5-Apr-21	25-May-21	On progress
Project Closure Report.	9-Jan-19	9-Jan-19	TI	9-Jun-21	9-Aug-21	open

5.1. Deliverables Governance

- Every document from the above must be signed off by the customer (ARB) before we commence the work in subsequent activity.
- Once the document has been signed off, only minor changes can be accommodated. On the other hand, change that will significantly impact the process / design / setups will have to go thru a change Request procedure.
- (Most of the conflicts were resolved through urgent and periodic meetings, depending on the type of the conflict and its possible consequences. One of them was with the second party (company implementing one of the systems) due to the delay in the project, as shown in the actual progress compared to the plan, due their reduction of their manpower and then the consequences of the Covid-19 pandemic. Through three meetings, it was agreed to terminate the

contract and appoint another company to complete the project as well as implement the agreed penal conditions.)

6. Reporting / Communication Plan



Stakeholder Name	Email	Mobile# Extension#	Communication Needs
Dr. JAJ	JAJ@ARB.com	M:055##### Ext. 310	On Demand; Steering Committee
Naeem Btawi	Naeem.btawi@ARB.com	M:055##### Ext.311	Bi-Weekly; On Demand; Sterring committee; status review meetings
Hamzah	Hamzah@ARB.com	M:055##### Ext.250	Bi-Weekly; On Demand; Sterring committee; status review meetings; All Email communications
Ahmed	Ahmed@ARB.com	M:055##### Ext.303	On Demand; Steering Committee
Fahad	Fahad@ARB.com	M:055##### Ext.266	Bi-Weekly; On Demand; Sterring committee; status review meetings
Salem	salem@ARB.com	M:055##### Ext.320	Bi-Weekly; On Demand; Sterring committee; status review meetings

Majeed	Majeed@ARB.com	M:055##### Ext.251	On demand; status review.
Alaa	Alaa@ARB.com	M:055##### Ext.345	On demand; status review.
Abdullah	Abdullah@ARB.com	M:055##### Ext.262	On demand; status review.
Khalid	Khalid@ARB.com	M:055##### Ext.261	On demand; status review.

7. Risks Assessment (with using bow tie)

Risk	Priority	Owner	Mitigation plan
Un Clear requirements	High	ARB/TI	Involvement of the right stakeholders, Signing requirements document
Delays in receiving HW	High	ARB	Micro-managing of the delivery timeline
Technical Capabilities of the team who will handle the integration	High	ARB	Ask for External consultancy
User resistance to change (Adapt with New System)	High	ARB	Early engagement of business stakeholders along entire project life cycle. Stakeholder Commitment to attend all training sessions and proper interaction
Transition Plan	High	ARB/TI	Detailed planning & Micromanagement for the translation process
Business Slow Down After Go live	High	ARB/TI	Proper training, On Site Support, Presence of Key Users in the WH
Internal Communication	High	ARB/TI	Follow communication plan
Parallel activities with IFS	High	ARB/TI	Alignment project plan and stakeholders

8. Quality Standerds

- All Customization should be avoided.
- All procedure and process should be documented.
- Any change should be approved.