

Policy on Projects

Fermilab Project Management System Policy

Issued: 29 May 2014

Updated: 27 August 2019

1. Purpose

This policy is put into place to ensure that all projects and sub-projects that Fermilab is responsible for follow appropriate Project Management processes and procedures.

2. Scope

This policy governs projects of all types and sizes at Fermilab.

3. Applicability

This policy applies to all projects that Fermilab has primary responsibility for and additionally to Fermilab's contribution to projects not controlled by Fermilab.

4. Effective date

This policy goes into effect on June 30, 2014.

5. Policy

Every project covered by this policy shall follow the Fermilab Project Management system processes and procedures.

6. Definitions

A Project is an activity with a specified scope, cost, and schedule undertaken to build a capability.

7. Responsibilities

Fermilab line managers and project managers are responsible for adhering to this policy.

8. Authorities

DOE Order 413 for projects of a specified size and scope. The Fermilab Conduct of Project Management Values and Standards for projects that fall below the 413 threshold.

9. Owner

Responsibility for reviewing this policy rests with the Management System Owner for the Project Management System.

10. Review cycle

This policy is to be reviewed every three years after issuance.

11. Communication plan

Project managers shall receive training in the Fermilab Project Management System processes and procedures.