

## Project management services

Large-scale industrial projects are often characterized by a high degree of complexity involving a wide range of commercial, technical and legal risks. Our effective consultancy and operative support enables our clients to manage such projects. A selection of the services we offer can be found below:

### Project management and overriding tasks

- Technical/commercial management of an entire project, or parts of it, in all project phases
- Development of the project strategy and execution plan
- Definition of the scope of delivery and the interfaces
- Design and establishment of the project infrastructure and project management office (PMO) services
- Supportive IT tools – review, recommendation, management
- Interface management and, if required, mediation between project participants
- Design and implementation of project reporting
- Conceptual consulting for all aspects of the project management process
- Cold-eye project reviews and project due diligence

### Risk management

- Overriding, proactive management of all project-related risks, including their identification, classification, qualitative and quantitative analysis, and documentation
- Risk monitoring and regular risk assessments
- Implementation of corrective measures
- Joint development of operative risk mitigation strategies
- Design of management systems: KPI-based evaluation, reporting, controlling, meetings/communications, manuals, schooling and best practice reviews
- Proactive furtherance of a risk culture with the involvement of key personnel

## **Contract and claims management**

- Design and establishment of the contractual infrastructure
- Analysis, design and negotiation of all project-related contracts
- Management and communication of contractual requirements to relevant stakeholders
- Execution and documentation of important project-related correspondence
- Repulsion and assertion of claims vis-à-vis customers, consortium members and subcontractors
- Preparation and management of the commercial strategy
- Management of disruptions in the construction process; forensic reports
- Implementation of measures to maintain project integrity and compliance

## ▪ **Project controlling (deadlines, costs, technology/quality)**

- Establishment of a project structure plan
- Establishment and regular updating of schedule plans and cost structures
- Overriding controlling of deadline and budget compliance during the project
- Schedule and cost analysis, presentation of cumulative curves, determination of performance indicators
- Management of quality planning, quality assurance and construction supervision
- Management of approvals and commissioning
- Design and execution of the non-conformities process
- Identification and evaluation of deadline, financial and technical risks

## ▪ **Project administration, documentation management and change management**

- Administrative support in all project management activities
- Design and optimization of administrative processes
- Maintenance of the contractual, change and defects register in a document management system; indexing and attribution of contractual documents
- Management and communication of changes; establishment of a change workflow
- Design of change and discrepancy process manuals
- Compilation of performance indicators for monthly reports
- Documentation and administration of relevant correspondence

