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| <p>1 Development and delivery of a communication plan to the project's identified stakeholders. Matching messages to the target audience and relevant medium.</p> | <p>2 The process of getting all stakeholders will be impacted by the change, or that has a possible influence over the project on board to ensure support, commitment and involvement.</p> | <p>3 Identification, development & delivery of training material to end users according to a chosen approach and training schedule.</p> | <p>4 Aims to identify & clarify a person's or a group's new roles or changes to their current role due to the project being implemented.</p> | <p>5 Involving and informing leaders of the project to ensure ongoing awareness and support for the project.</p> |
| <p>6 Involvement of HR to ensure embedding of changes where project will have impact or changes to KPI's.</p> | <p>7 Management Education is concerned with the preparation and up skilling of managers to ensure a smooth transition and proper embedding.</p> | <p>8 Relevant for projects where possible redundancies as a result of the project and large union involvement are at play.</p> | <p>9 Deals with methodology and consolidated CM reporting across programmes.</p> | <p>10 Establishing, equipping and maintaining a network of internal organisational resources, to assist with the preparation for the change & to ensure the embedding of the change.</p> |