

HORNED FROG BANK

CONSOLIDATION PROJECT

Organizational Chart & Responsibility Assignment Matrix

10.27.2018

ISTM-630 : Section 601: Group 12
Organizational Chart & RACI Matrix
Version 1.0
Date: mm-dd-yyyy

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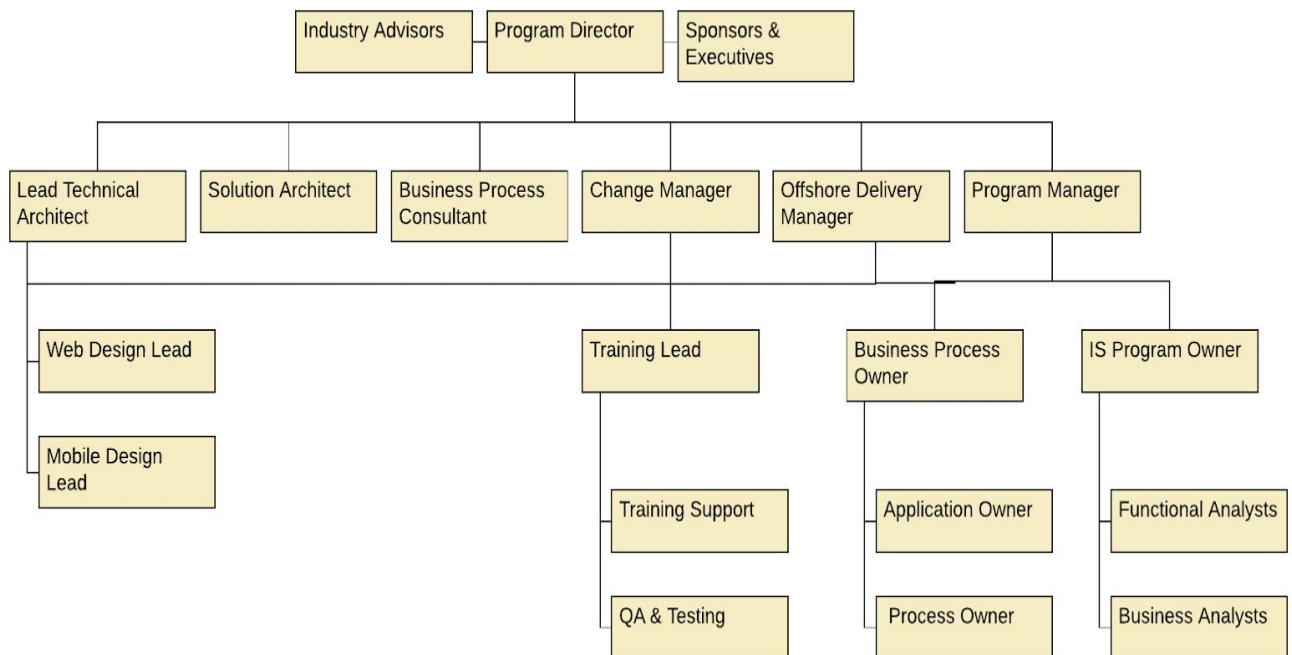
Overview

In order to meet the project requirements, program delivery organization structure would be followed.

Goals

1. To illustrate relationships and relative ranks in the organization
2. To provide a means to understand where an employee fits within the organization

Organization Chart



Roles & Responsibilities

Role	Responsibility
Program Director	End to End Program Management
Industry Advisors	Steer programs and activities
Sponsors and Executives	Align with Organization's strategy
Lead Technical Architect	Technical solution design
Business Process Consultant	Business Fit, analysis, reporting & application to business alignment
Solution Architect	End to End Enterprise Solution Design
Change Manager	Enable governance, adoption, alignment
Offshore Delivery Manager	Delivery Scope Review
Program Manager	Successful delivery of the product
Web Design Lead	Lead design efforts of websites
Mobile Design Lead	Lead design efforts of mobile applications
Training Lead	Design and conduct training
Training Support	Training support and eLearning development
QA & Testing	Test deployments
Business Process Owner	Responsible for business units
Application Owner	Management of applications
Process Owner	Management of processes

IS Program Owner	Responsible for KPIs
Functional Analysts	Manage procedures and systems
Business Analysts	Define and analyze requirements

Responsibility Assignment Matrix

R – Responsible

A – Accountable

C – Consulted

I – Informed

S – Supportive

Project Initiation:

Project Activities / Deliverables	Program Director	Project Managers	Business Solution Architect	Business Process Consultant	Business Analyst	Change Manager	Module Architects ((Web Lead & Mobile Lead)	Functional Consultant	Technical Architect
Program Organization Structure Definition	R, A	C, I	C, I						C, I
Detailed Project Plan	R, A	C, I	C, I						C, I
Planning and Progress Report	R, A	C, I	C, I						C, I
Stakeholder Management	R, A	C, I	C, I						C, I
Project Risks and Issues Management	R, A	C, I	C, I						C, I
Workshop Management	R, A	C, I	C, I						
Project Scope Definition	R, A	C, I	C, I						C, I
Project Scope and Project Plan Sign-off	I	R, A	I						

Analysis & Design:

Project Activities / Deliverables	Program Director	Project Managers	Business Solution Architect	Business Process Consultant	Business Analyst	Change Manager	Module Architects(Web Lead & Mobile Lead)	Functional Consultant	Technical Architect
Requirement Gathering	I	I	R, A	S	C, I	I	S	S	
Overall Solution Design	I	I	R, A	S	C, I	I	S	S	
Integration Design	I	I	C			I			R, A
Solution Demo	I	I	R, A	S	C, I		S	S	S
Test Strategy & Scenarios	I	I	R, A	S	C, I		S	S	
Identify Process Changes and Design To-Be processes	I	I	C	S	C, I	R, A		S	
Overall Solution Design Sign-off	I	A	I	I	R	I			

Build and Configuration:

Project Activities / Deliverables	Program Director	Project Managers	Business Solution Architect	Business Process Consultant	Business Analyst	Change Manager	Module Architects(Web Lead & Mobile Lead)	Functional Consultant	Technical Architect
Configuration and Development	I	I	C, I	C			R,A	S	
User Interface Development	I	I	C, I		S		C,I	S	R
Data Transformation	I	I	C, I		S		C,I	S	S
Interface Development	I	I	C, I		S		C,I	S	R
Integration of code with current system	I	I	C, I		S		C,I	S	S
Integration with UI Enhancements	I	I	C, I		S		C,I	S	R
Configuration of Dashboard Reports available out of the box	I	I	C, I	C			R,A	S	
Identification of Data Elements	I	I			I		I	I	R,A
Business Rule definition	I	I			R,A				C, I
Database setup	I	I			A,C				R

Data Validation	I	I	C, I		R		A	S	
Unit Testing	I	I	C, I	C			R, A	S	
Integration Testing	I	I	C, I	C	S		C, I	S	R
Integration Test Sign-off	I	R, A	C, I		C				

Training, Acceptance and Deployment:

Project Activities / Deliverables	Program Director	Project Managers	Business Solution Architect	Business Process Consultant	Business Analyst	Change Manager	Module Architects (Web Lead & Mobile Lead)	Functional Consultant	Technical Architect
User Acceptance Testing	A, I	R	C, I	S	S	S, I	S		
Acceptance Test Results/Report	A, I	R	C, I	S	S	S, I	S		
Performance Test			C, I	C			R, A	S	
Train the Trainers			C, I	S	S	R, A		S	
User Acceptance Sign-off	I	R, A	C, I		C				
Deployment Checklist	A	C, I	R	S			S		C, S
Cut Over	A	C, I	R	S			S		C, S
Cut Over Sign-off	I	R, A	C, I		C				
Go-Live	A	C, I	R	S			S		C, S
Hyper Care	A	C, I	R	S			S		C, S