



PROJECT **MANAGEMENT**

UTILIZING PROCESSES BASED ON PMI STANDARDS AND GUIDELINES, EAGLE TECHNOLOGIES PROJECT MANAGERS FOLLOW A STANDARDIZED PLAN FOR EXECUTING PROJECTS. THESE PROCESSES FALL INTO INITIATING, PLANNING, EXECUTING, MONITORING/CONTROLLING AND CLOSING OUT THE PROJECTS.

THE EIGHT TOOLS LISTED PROVIDE VISIBILITY AND TRANSPARENCY THROUGHOUT THE PROJECT TO OUR CUSTOMERS AND INTERNAL TEAMS. OUR #1 GOAL IS CUSTOMER SATISFACTION.

PROJECT MANAGEMENT TOOLS



MEETING NOTES: Are a vital way of managing a project. They contain a list of attendees, meeting objectives, meeting minutes and action items.



PROJECT SCHEDULE: The project schedule is a tool that communicates what work needs to be performed in a specific amount of time. All Eagle projects use a standard template. The template includes all the milestones with details provided on each line item.



OPEN ISSUES LIST: Open issues lists: one of the most important tools for Eagle is our open issues list. It's a transparent list with issues, person responsible, priority and due dates.



PROJECT CHANGE NOTICE (PCN): As changes in scope occur, our project managers will quickly develop cost and timing impacts to facilitate fact based discussions on whether the scope change will be implemented.



VISUAL PLANNING BOARDS: The visual planning boards give our team and the customer insight and visual status of our progress. See reverse side for more details.



TEAM MEETINGS: Our project manager will setup recurring meetings as required with the Eagle project team and our customer's team. We will review the open issues list, schedules, design review and project progress. Every meeting will be documented and distributed accordingly.



STAND UP MEETINGS: When the project is in the build phase, the project manager gets the team together by the equipment to review the project status and talk with the build team. Our team will flush out many issues and questions during this 15-30 minute meeting.



LESSONS LEARNED: We finalize a project by gathering the project team together, excluding management this group discusses the things we did well and the things we need to improve on. These findings are reviewed with the functional managers and corrective action plans are developed and implemented.

VISUAL PLANNING BOARDS (VPB)

When it comes to knowing where Eagle is at during the build and debug stage of a project, look no further than the visual planning boards. The visual planning boards give our team and the customer insight and visual status of our progress.

CONTROLS ENGINEERING DEBUG PROGRESS VISUAL BOARD

This VPB gives the team and our customer a breakdown of the controls engineering progress by station.

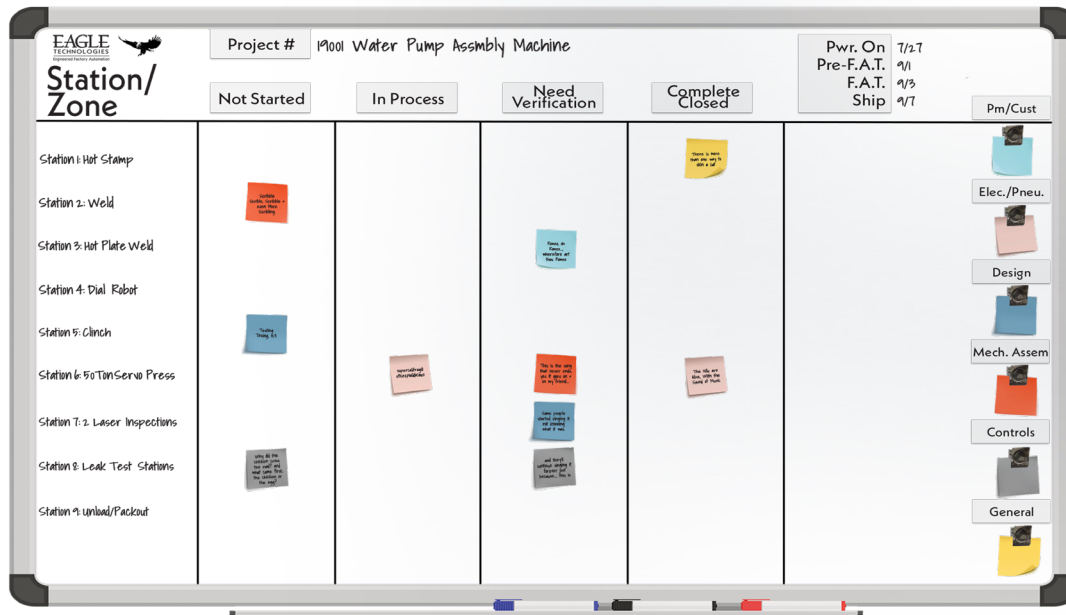
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BUILD TEAM DEBUG PROGRESS VISUAL BOARD

The build team VPB gives both our customer and the Eagle build teams transparency to open tasks as the build progresses in real time.



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CUSTOMER & EAGLE TEAM BOARD

This VPB is where we post schedules, checklists, layouts, and open issues. This VPB allows for communication across the build team, engineering, and our customer. We welcome our team and the customer to make notes and observations as we progress through debug and run-off.

