



cbs Project Management Office

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The PMO oversees implementation of the project methodology and supports the project employees to improve the flow of information and ensure a smooth, integrated project management process. The cbs PMO supports both program management and project management.

Depending on the size of the project and level of support required, clients have a choice between Administrative Services, Controlling Services, and Management Services. These differ in terms of the management-oriented support provided.



The benefits of a PMO for you

- › Compliance with project methodology
- › Project management tools and infrastructure
- › Project management support and relief
- › Standardization of project controlling
- › Improved project communication
- › Quality management
- › Efficiency gains

PMO – Administrative Services

This offering comprises the provision of administrative and organizational support by the PMO. The administrative PMO serves as the central point of contact for all employees and the central point of convergence for all information. The PMO also takes over stakeholder relationship management. It provides information about pro-

ject progress and possible obstacles in order to proactively manage expectations. In this case, the PMO relieves some of the burden on project managers and serves as an organizational point of contact throughout the entire project.

Our service for you

- › Coordination and organization of the project team
- › Coordination and organization of meetings and external events
- › Travel management
- › Status reporting
- › Establishment of communication channels and promotion of communication within the project team



PMO – Controlling Services

Upon request, we can, in cooperation with the client, determine and deliver all KPIs required for the project. The aim is to ensure that all project KPIs (estimates, actual costs, outlook, budgets) are recorded consistently. The client benefits from the involvement of a highly experienced, discerning financial project analyst who is able to closely monitor all project management activities.

Our service for you

- › Definition of KPIs
- › Project cost controlling
- › Status reporting



PMO – Management Services

PMO Management Services are our most comprehensive service offering. With this option, we oversee implementation of the project methodology, ensuring compliance with all applicable standards and processes. The object is to assist the project manager with all strategic, metho-

dical, and organizational tasks while also being able to take over these tasks independently. The added value for the project manager is access to a dedicated counterpart with whom to discuss important matters and share demanding tasks.

Our service for you

- › Compliance with project management methods, standards, tools, processes, and procedures.
- › Representing project management as the first level of escalation
- › Quality and risk management
- › Proactive identification of changes and reliable implementation of appropriate measures
- › Communication management





“The cbs PMO has many clear benefits: We support and ease the burden on your project managers, standardize project controlling, optimize communication, and improve efficiency.”

Alexandra von Aufschnaiter
Manager



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