

# THE IPA INSTITUTE

Advancing Project Knowledge

# Project Execution Planning WORKSHOP

Develop a Project Execution Plan (PEP) that Provides a Roadmap for Success

Independent Project Analysis (IPA) has observed that project execution planning quality has degraded over the last 10 years, resulting in eroding project performance. Project teams often lack the data and processes needed to develop a robust, project-specific project execution plan that reflects the actual execution strategy and drives improved capital project outcomes. The **Project Execution Planning Workshop** is a facilitated working session that guides the core project team through the process of developing a project execution plan to enable successful project delivery.

## Key Benefits

- Develop a detailed project execution plan that maps out a stable and effective execution path for the successful delivery of a specific project
- Drive project decision making, task assignment, and conflict resolution through breakout sessions, facilitated exercises, and group discussions
- Learn from IPA's extensive research linking project execution plans to improved outcomes

## What Is a Project Execution Plan?

The project execution plan (PEP) is a governing document that defines how a project will be executed, monitored, and controlled. It establishes exactly how the project will be managed to meet the project's requirements. The PEP represents an accurate reflection of how the project is to be accomplished, the resource requirements, the technical considerations, risk management, configuration management, and the roles and responsibilities. The plan serves as the main communication vehicle to ensure that everyone is aware and knowledgeable of the project objectives and how they will be accomplished.

## Workshop Topics

- Define the project business goals, project objectives and trade-offs, and scope of work.
- Define the project strategy to achieve success. This session focuses on key execution planning elements such as risk management, organization plan, contracting strategy, and application of Value Improvement Practices.
- Define project-specific plans. This session focuses on the decisions and deliverables that form the core tools for execution management. Topics discussed include time management, cost management, quality management, engineering management, and procurement management.
- Map a path forward and assign tasks to close gaps and complete the project's detailed execution plan.

Duration: Half day to 2 days—dependent on the complexity of the proposed project.

## Project Execution Planning Quality Is Linked to Project Success

The exercise of developing a PEP to map out the details of the execution phase has been statistically linked to improved project outcomes and is one of the key components of IPA's Front-End Loading (FEL) Index, a quantitative measure of the quality of project definition. Nearly every capital project team today builds a project execution plan (PEP) to map out the who, what, where, when, and why of the execution phase.

## When to Conduct the Workshop

The **Project Execution Plan (PEP) Workshop** is most effective when conducted in FEL before project authorization (FID). Holding the workshop during the FEL 2 phase provides a greater opportunity to change the strategic direction of a major project.

## Who Should Participate?

The following functions should participate in this workshop: project sponsors, project managers, core project engineering managers, construction managers, operations and maintenance representatives, procurement managers, and business leaders involved in the target project.

## Industrial Sectors

The **Project Execution Plan (PEP) Workshop** is available to owner firms across industrial sectors. Key sectors include, but are not limited to:

- Chemicals
- Energy  
(Oil, Gas, Power, & Renewables)
- Food & Consumer Products
- Hydrocarbon Processing & Transportation
- Infrastructure
- Life Sciences
- Mining, Minerals, & Metals
- Power Generation & Transmission
- Pulp & Paper



### Request Info

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### Why IPA?

Founded in 1987, IPA is the world's leading advisory firm on capital projects. We are a benchmarking, research, and consulting organization devoted to the empirical research of capital projects and project systems. Our work is continuously validated by our clients who routinely compare our predictions with actual results and verify that our recommendations yield business value.

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