



PROJECT DELIVERY PROCESS DEVELOPMENT

Key Capabilities:

- Technical Document Writing
- Project Delivery Process

Overview

Our Client supplies approximately a quarter of all Australia's petroleum products. They include petrol, liquefied petroleum gas (LPG), diesel, aviation fuel, propylene, solvents and bitumen. The Melbourne distribution terminal receives stores and distributes fuel products via existing pipelines.

Vecta Group was engaged to develop a Project Delivery Process for the Client in order to harmonise the Client's existing project engineering documentation as well as to increase their consistency, accuracy and quality.

Scope

The scope of work included the following:

- Reviewing the clients existing documentation and modifying to reflect the current more efficient method of project execution
- Developing a Project Delivery Manual which will be used as the basis for executing their projects across their Australian businesses
- Developing approximately 45

supporting documents covering every aspect of project delivery based on project stage gates aligned to best industry practice

Challenges

There was a lack of definition in each document's scope during the early phases of the project.

Existing documents were based on major project execution processes which needed to be significantly modified to reflect a simpler approach.

Other obligations that the Client had to fulfill only afforded them a limited amount of time to review, provide comments and approve documents prior to the final issue. Hence, the established timeframe for review cycle was difficult to adhere to.

Solutions

Thorough knowledge of project delivery processes, industry best practices as well as the Client's existing documentation and practices were vital in determining each document's scope. Agreement with the Client was also sought in order to obtain their buy-in.

Tracking tools were utilised to continuously monitor the status of each document.

Prior experience in developing project delivery documentation was effective in reducing the amount of time taken to develop documents of a similar nature for the Client. In addition to this, a considerable effort was made to review and incorporate the Client's comments as quickly as possible in order to adhere to the established turnaround cycle.

Outcomes

The project delivery documentation was modified fit for purpose to suit the current project execution methodologies used.

The quality of the documents developed exceeded the Client's high expectations.

Want to Know More?

For more information please contact our office on +61 (03) 9326 9384, email info@vectagroup.com.au, or visit our website vectagroup.com.au