

# Enterprise Procurement Project Governance Diagram

Enterprise  
Leadership  
Team

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## Advisory

Advises the Project Sponsors and works with the Project Manager/Project Lead on communication and stakeholder engagement

Procurement  
Services

Procurement  
Policy

DPO Council

## Project Manager/Project Lead

Project  
Team

Project  
Team

Project  
Team

Project  
Team

Project  
Team

Procurement Manual

## Roles:

Project Sponsors: help open doors, provide resources, make high level decisions, provide global perspective, and remove roadblocks

Advisory Groups: provide feedback, advice, and help with direction, communication, and resources on project

Project Manager/Lead: manage all procurement subprojects, ensuring that the project is delivered on time, within budget, and to the required quality standard. They ensure the project is effectively resourced and manage relationships with a wide range of groups.

Project Team Members: execute tasks, provide deliverables, and tap additional resources and recruits from agencies to help complete project work. Members are subject matter experts in the field of procurement and will represent the State of Oregon (Enterprise).

### Project Team Formation:

- Project teams should be kept small, in accordance with project management best practice (“Ideally, the core team is as small as practical ... It is generally neither necessary nor useful to have every single function represented on the core team since that would make communication and scheduling meetings more difficult.” Kloppenborg, Timothy J. *Contemporary Project Management*, Second Edition. Mason: South-Western, Cengage Learning, 2012. Print.)
- Teams should include subject matter experts from a wide variety of agencies
- Variety of agencies should include variety in size, mission, business needs, and procurement codes/rules that they follow
- To avoid burn out and allow more people to participate, individuals should only serve as team members on one subproject
- Team members should rely on a wide network of SMEs and other contacts that they can recruit to help provide feedback and complete project work