

PMM Addendum No. 5 – Replace Chief Asset and Project Management Officer with Director, Assets and Project Management

– effective November 22, 2022 – Replace Chief Asset and Project Management Officer (CAPMO) with Director, Assets and Project Management.

The following PMM Sections or pages are impacted by this change:

PMM Page #	PMM Section	Description
1-2	1	Introduction
2-2	2.2.1	FM-004 Asset Management Administrative Standard
5-30	5.6.1.1	Process for Review of Project Delivery Methods for Major Capital Projects
5-37	5.7.3	Roles, Responsibilities, and Authority
Appendix G Page 4 of 7	Appendix G: Gating Process	Decision-Makers
Appendix H Page 3 of 14	Appendix H: Glossary	Director, Assets and Project Management

† 1 Introduction

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The PMM is a living dynamic document that is continually being reviewed and updated by the Corporate Asset Management Office within the Infrastructure Planning Office, under the direction of the **Director, Assets and Project Management**.

† 2.2.1 FM-004 Asset Management Administrative Standard

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This administrative standard also directly addresses project administration and describes the processes that must be considered when planning, delivering, and executing projects, specifically addressing the following:

- Roles and responsibilities of the following employees/unit for major projects:
 - Chief Administrative Officer (CAO)
 - **Director, Assets and Project Management**

† 5.6.1.1 Process for Review of Project Delivery Methods for Major Capital Projects

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The Manager, Major Capital Projects Oversight performs a second-party review on behalf of the **Director, Assets and Project Management** and Chief Financial Officer.

† 5.7.3 Roles, Responsibilities, and Authority

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Table 5.7

Project Role	Responsibility and/or Description	Authority
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Director, Assets and Project Management	<p>Responsible to ensure that a formal project management system exists and it is utilized to effectively manage projects.</p> <p>Responsible for Major Capital Project Oversight which monitors the administration of the City's major capital projects in conjunction with departments.</p>	<p>The Director, Assets and Project Management is the ultimate decision-maker on establishing and maintaining the project management process. The Director, Assets and Project Management has the authority to validate and intervene in Major Capital Project to ensure project success.</p>

† Appendix G: Gating Process

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The Decision-Makers for all Major Capital Projects Control Points are pre-defined as outlined in Figure G-2.

For Control Point 1 and Control Point 2, the decision-maker is the **Director, Assets and Project Management**, or designate. The **Director, Assets and Project Management** is responsible for seeking Council approval as required.

† Appendix H: Glossary

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Term	Definition/Explanation
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Director, Assets and Project Management	City of Winnipeg employee holding the position of Director, Assets and Project Management .