

P30®: Portfolio, Programme and Project Office

Following completion of this syllabus topic and having gained a general understanding of the relevant sections of the P3O guide, you will be able to demonstrate the following.

1. Knowledge of the components of the Permanent P3O model lifecycle
2. Understanding of the key activities in the Definition Stage and why it requires careful planning
3. In relation to a blueprint for a P3O,

What is P3O?

A P3O model provides a decision enabling and delivery support structure for all change within an organisation. This may be through a single permanent office which may exist under different names eg, Portfolio Office, Centre of Excellence, Enterprise or Corporate Programme Office.

It may otherwise be provided through a linked set of offices (portfolio office, programme offices, project offices), both permanent (enabling/supporting business objectives) and temporary (enabling/supporting specific programmes and projects), providing a mix of services.

There has been no single source of information to provide guidance or advice on setting up or running an effective delivery support office in alignment with OGC's Best Practice guidance.

This new guidance – aligned to OGC's PRINCE2 and MSP – will bring together in one place a set of principles, processes and techniques to facilitate effective portfolio, programme and project management through enablement, challenge and support structures.

The purpose of the Portfolio, Programme and Project Offices (P3O) guidance is to provide universally applicable guidance that will enable individuals and organisations to successfully establish, develop and maintain appropriate business support structures that will allow:

1. Informed senior management decision making on strategic alignment, prioritisation, risk management, resource optimisation to successfully deliver business objectives (portfolio).
2. Identification and realisation of business outcomes and benefits via programmes.
3. Successful delivery of project outputs that enable benefits within time, cost and quality restraints.

The Guidance provides:

1. An Introduction to P3Os - Discussing why, when and how to use P3O models including the difference between portfolio, programmes and project environments and their different requirements.
2. Value – What value P3Os can bring to the organisation including a business case, funding models and performance measures.
3. Model – An overview of the different P3O models with examples.
4. Functions and Techniques – Details on the functions/services and techniques/tools used by units of a P3O model.

Foundation Qualification

1. The Foundation qualification focuses on the concepts, structures and duties of a P3O.
2. The exam consists of 50 multiple choice questions to be answered in 40 minutes. It is a closed-book examination and has a pass mark of 60%.

Practitioner Qualification

1. The Practitioner qualification focuses in depth on the concepts, structures and duties of a P3O.
2. The exam is based on a Case Study, with multiple choice questions to be answered in 2 hours 15 minutes. It is an open-book examination and has a pass mark of 50%.

Further Information

Please contact Brian Phillips at Yellowhouse on 1300 733 905 or brian@yellowhouse.net