

Project Charter

Project Information

Project #	P-22123					
Project Name	Lean Validation					
Owner	RvanOpstal	Start Date	01Feb2009	End Date	01May2009	
Category	Cost Savings					
Target (k €)	2009	10	2010	10	2011	10
Description	Reduce total Validation cost for Cell Culture factory					
Objectives	<ul style="list-style-type: none"> Reduce validation costs with 20 k€ / year Eliminate waste in Validation process Reduce number of changes with 30% 					

Project Scope & Dependencies

Business Area	Description of Dependency	Impacts
Quality	Quality group for CC factory	Procedures, personnel
Production	Cell Culture factory	Process, Operations Management
Maintenance	Automation group	Procedures, personnel

Project Metrics

Costs	Budget 15 k€	Drivers	• Cost reduction
Planning	12 weeks	Drivers	• Cost reduction
Validation reduction	20 %	Drivers	• Cost reduction

Project Resources

Business Sponsor	BBoss	Hrs. / Wk.	5	Duration	12 weeks
Program Owner	RvanOpstal	Hrs. / Wk.	20	Duration	12 weeks
QA officer	MManager	Hrs. / Wk.	8	Duration	12 weeks
Maint. engineer	KMaintain	Hrs. / Wk.	12	Duration	12 weeks

Revised: Revision Date

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Project Milestones

Milestone	Target Date	% Benefit
Define	Jan 2010	-
Measure	Feb 2010	-
Analyze	Mar 2010	-
Implement	Mar 2010	10
Control	Apr 2010	10

Assumptions / Success Factors

Assumptions	<ul style="list-style-type: none"> -
Critical Success Factors	<ul style="list-style-type: none"> QA acceptance of modifications

Project Risks

Risk	Probability	Mitigating Action	Owner
Lack of data	20%	<ul style="list-style-type: none"> Look for data in past projects 	RvOpstal

Reference Documents

Project Work Plan	QP2009301	Owner	RvOpstal
SOP / WI	SOP15390	Owner	QA