

Portfolio Status Report: Week 12

Prepared for the monthly governance review. Two decisions are requested.

Reporting period Week 12 of 16	Prepared by PMO coordinator with HGMA	Projects reported 14 of 14	Next review Week 16
-----------------------------------	---	-------------------------------	------------------------

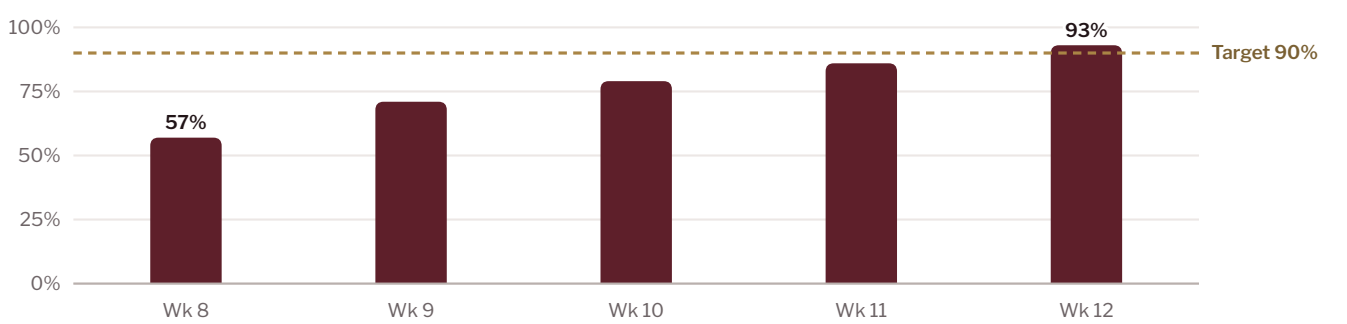
14 active projects in the register	9 / 3 / 2 on track / at risk / off track	93% weekly status updates submitted on time	7 of 8 actions from the previous review closed
--	--	--	---

PERFORMANCE AGAINST SUCCESS MEASURES

MEASURE	BASELINE (WK 3)	TARGET	WEEK 12	STATUS
Projects recorded in register with owner and status	0 of 14	100%	14 of 14	● On track
Weekly status updates submitted on time	Not tracked	90%	93%	● On track
Open decisions with owner and due date	0 of 23	100%	6 of 6	● On track
Median days from risk raised to leadership visibility	Not tracked	7 or fewer	5	● On track
Projects with documented sponsor and business case	9 of 14	100%	13 of 14	▲ At risk
IT integration staff allocated above 100%	3	0	1	▲ At risk

Baselines: the weekly reporting deadline and escalation tracking began in week 8. For reference, 4 of 14 projects reported status in the 30 days before the assessment, and the largest risk in the findings memo took 49 days (7 weeks) to reach leadership.

On-time weekly status submissions since the reporting cycle launched



Share of the 14 active projects submitting status by Thursday noon, weeks 8 to 12. Dashed line marks the 90% target.

PROJECTS NEEDING ATTENTION

PROJECT	STATUS	ISSUE	ACTION AND OWNER
Warehouse management system replacement	■ Off track	Two of five inventory reconciliation checks failed during the cutover rehearsal.	Decision needed (below). VP Information Technology.
Fifth distribution center opening	■ Off track	Racking vendor delivery moved three weeks later.	Phased opening plan drafted; vendor recovery schedule due week 13. VP Operations.
Customer self-service portal	▲ At risk	Competes with the warehouse cutover for the same integration developer.	Resequence portal testing to weeks 15 to 17. PMO coordinator.
Transportation management system	▲ At risk	Carrier data feed testing two weeks behind plan.	Vendor to assign additional testing support; review progress in week 13. Owner: Transportation manager.
Yard scheduling pilot	▲ At risk	Sponsor and business case not yet documented.	Sponsor to submit intake form by week 13 so the pilot can continue. VP Operations.

DECISIONS REQUESTED

- 1. Warehouse system go-live.** Option A: postpone go-live by two weeks to resolve reconciliation gaps (recommended). Option B: go live on schedule with manual daily reconciliation for 30 days.
- 2. Intake request backlog.** Approve 2 of 4 new requests received this month; defer 1 to next quarter; decline 1 that duplicates the portal scope.