Engineering Program Management

Benefits...

- Improved Program/Project Performance
- Customer Satisfaction
- Maximized Efficient Use of Resources
- Technical Excellence
- Complex Program Schedule Integrity
- Cost Control
- Compatibility *with Integrated Product Delivery and Support (IPDS)* protocols and MIL-STD-881B
- Risk Management/Contingency Planning
- Creative and Productive Project Teams

Project Administration

Statement of Work (SOW) analysis with focus on deliverables and program objectives. Programs are understood to be composed of several projects. Using the *Work Breakdown Structure (WBS)*, projects are divided and classified by tasks and sub-tasks. Tasks are reorganized to a back-planned timetable to establish priorities, identify Technical Thresholds, multiple concurrent projects and enable effective *Schedule Management*.

Schedule Management

Timetable and task overlay define the integrated schedule to reveal Critical Path(s), assist setting aggressive yet realistic timelines, effective *Contingency Plan* determination and aid *Risk Management*.

Cost/Resource Management

Professional, financial and material resource utilization is time-phased to essential program requirements. Financial metrics are used to monitor performance (*Earned Value, Schedule Variance and Cost Variance* etc.) to make better mid-course correction decisions. Project weekly expenditures and percentages are reported in weekly *Project Status Reports (PSR's).*

Subcontractor Management

Comprehensive outside vendor (OSV) database is developed and maintained. Obtention of *Rough Order Magnitude (ROM)* and *Best and Final Quotes (BFQ)*. Purchase Order administration and control. Control measures keep team members informed of subcontractor Technical, Schedule, Cost and Quality performance.

Technical Coordination Meetings (TCM's)

Weekly TCM's provide command, control and communication to orchestrate activities of team members, subcontractors, partners and *Decision Authority*.

Information Management

Comprehensive information filing system helps keep track of incoming and outgoing documented message traffic. This includes e-mail, v-mail, letters, memos and presentations etc.

No need to overburden your technical data resource system with numerous interim design detail changes.

This system provides configuration and data management of interim, incremental changes to specifications, drawings and other types of information. Our methods provide total accountability of program/project activities, saves time searching for information and helps stay on top of every project detail. Proprietary, copyrighted or sensitive information is safeguarded and properly controlled. Legal documents, contracts administration and changes are efficiently managed.
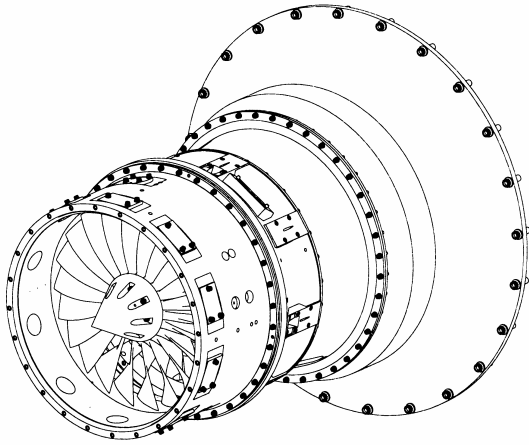
Project Status Reports (PSR's)

PSR's contain all information required by the Decision Authority to stay abreast of program/project performance. These include, but not limited to, Cost and Earved Value, Project Status, Client Information Requirements, Out-of-Scope Estimates, TCM meeting notice, agenda, minutes and *Rolling Action Items List (RAILS).*

Computers & Site Synchronization

Computer systems are IMB-PC Pentium processor, *Microsoft Windows XP* operating system and *Microsoft Office Pro 2003* software suite. Capable of appropriate site synchronization for information and data exchange.

Recent Accomplishment...

AS-907 Sub-scale Fan Rig

Honeywell **Engines'** next generation axial flow gas turbine engine

Program Objectives

- Obtain Aero-performance and Mechanical data, and
- Accommodate testing different Fan/Stator configurations without major rig disassembly.

Program Management Highlights

- Design, Analysis and Technical Coordination
- Quotation Analysis / Hardware Procurement.
- Cost and Resource Management

Results...

- **Successfully Completed**
- **On Contractual Schedule**
- **Under Budget**

Who are we?

WingNotes™ **International** is a privately owned small engineering consulting and publishing business not open to the public for investment purposes and sole-proprietorship operated by Bruce W. Dawson, aerospace engineer and combat aviator. The *WingNotes™* trade name is registered in the state of Arizona, with *Dunn & Bradstreet* and *Central Contractor's Registry (CCR)* database. Approved *Military Critical Technical Data Agreement* on file. *WingNotes.com* domain name is registered with and hosted by *GoDaddy.com*. Objectives are to provide:

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Engineering Program Management

Completion...

Quality, On-time and On Budget

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