

Construction Project Charter

1. Project Title

[Construction Project Name]

2. Project Overview

The construction project involves the design, development, and construction of [insert project details]. The goal is to ensure timely completion, adherence to quality standards, and alignment with budget constraints.

3. Business Case

The project addresses [insert reason for project initiation] and aims to deliver a [new building, bridge, road, etc.] to enhance [insert benefit, e.g., infrastructure, transportation, housing, etc.]

4. Objectives

- Complete the construction of [insert structure] by [completion date].
- Stay within the allocated budget of [insert amount].
- Ensure compliance with safety and regulatory standards.

5. Scope

In Scope: Construction of [describe the main deliverables]

Out of Scope: Work or services not related to the construction of [describe out-of-scope areas]

6. Key Deliverables

- Foundation and structural work

- Electrical and plumbing systems
- Interior finishing and inspection

7. Roles and Responsibilities

Role	Name	Responsibilities
Project Manager	[Name]	Oversee construction operations
Site Supervisor	[Name]	Supervise on-site activities
Contractor	[Name]	Carry out the construction
Safety Officer	[Name]	Enforce safety standards

8. Milestones and Timeline

Milestone	Completion Date
Project Kick-off	[Date]
Foundation Work	[Date]
Final Inspection	[Date]

9. Risks and Mitigation

Risks:

- Delays due to weather or supply chain issues.
- Cost overruns due to unplanned expenses.

Mitigation Strategies:

- Build buffer time into the project schedule.

- Maintain contracts with multiple suppliers for flexibility.

10. Signatures

Name	Title	Signature	Date
[Name]	Project Manager	[Signature]	[Date]
[Name]	Sponsor	[Signature]	[Date]