Requirement Management Plans

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The Requirements Management Plan is an output of the Plan Scope Management process. It defines the requirements needed to meet the project scope. There are many ways to acquire these requirements, place them in the correct order of precedence and regulate the documented completion of the requirements.

The statement of work, work breakdown structure and a Requirements template can be used to organize and identify the requirements. These establish and document the items already identified. The tools used to further establish requirements are meetings, analysis and expert judgement.

Meetings with subject matter experts (SME) will also help to establish requirements. The SME will also be a source for the proper sequence of requirement all identified in the Requirements management Plan. The customer or project originator should be involved in the requirements management development in order to ensure the project will meet their objectives.

In the Project Management Institute *Project Management Body of Knowledge (PMBOK Guide)* paragraph 5.1.3.2 we read:

The components of the requirement management plan can include but are not limited to:

- How requirement activities will be planned, tracked and reported;
- Configuration management activities such as: how changes to the product will be initiated, how impacts will be analyzed, how they will be traced, tracked and reported as well as the authorization levels required to approve these changes;
- Requirements prioritization process;
- Product metrics that will be used and rationale for using them; and
- Traceability structures to reflect which requirement attributes will be captured on the Traceability matrix. (2013)
The Requirement management Plan is part of the project management plan within the scope management process and is an input used in the Collect Requirement Process. As you can see many of these processes are interrelated and integral to one another. A change in one affects the others.
References