

**SKILLS FRAMEWORK FOR RETAIL  
TECHNICAL SKILLS AND COMPETENCIES (TSC) REFERENCE DOCUMENT**

<b>TSC Category</b>	Project Management					
<b>TSC</b>	Project Scope					
<b>TSC Description</b>	Obtain project authorisation, develop a scope management plan, and manage the application of project scope controls					
<b>TSC Proficiency Description</b>	<b>Level 1</b>	<b>Level 2</b>	<b>Level 3</b>	<b>Level 4</b>	<b>Level 5</b>	<b>Level 6</b>
			<b>RET-PMA-3010-1.1</b>	<b>RET-PMA-4010-1.1</b>	<b>RET-PMA-5010-1.1</b>	
			Provide inputs to project scope definition, monitor project scope and identify potential scope issues	Determine project deliverables and key work activities, identify and resolve issues pertaining to project scope, as well as manage the scope of projects	Define project objectives and scope, authorise, as well as review changes to scope of projects	
<b>Knowledge</b>			<ul style="list-style-type: none"> <li>• Scope management plan, processes and procedures</li> <li>• Scope change control procedures</li> <li>• Components of project plans</li> <li>• Project management tools and techniques</li> <li>• Project charter</li> <li>• Project outcomes</li> <li>• Project resources</li> <li>• Roles and responsibilities within a project team</li> </ul>	<ul style="list-style-type: none"> <li>• Scope management plan, processes and procedures</li> <li>• Project life cycle</li> <li>• Scope change control procedures</li> <li>• Components of project plans</li> <li>• Project management tools and techniques</li> <li>• Triple constraints and their impact on project management</li> <li>• Components of project plans</li> <li>• Change management process</li> <li>• Project charter</li> <li>• Project outcomes</li> <li>• Project resources</li> <li>• Roles and responsibilities within a project team</li> </ul>	<ul style="list-style-type: none"> <li>• Components of project plans</li> <li>• Change management process</li> <li>• Project charter</li> <li>• Project outcomes</li> <li>• Project resources</li> <li>• Roles and responsibilities within a project team</li> </ul>	
<b>Abilities</b>			<ul style="list-style-type: none"> <li>• Identify project deliverables in consultation with relevant stakeholders to seek common understanding and agreement</li> <li>• Execute project scope management processes and procedures in accordance with scope management plan and scope change control procedures to ensure</li> </ul>	<ul style="list-style-type: none"> <li>• Determine project deliverables and key work activities aligned to project objectives and organisational guidelines and/or policies</li> <li>• Identify and resolve potential project scope issues</li> <li>• Monitor and control project scope to meet project objectives</li> </ul>	<ul style="list-style-type: none"> <li>• Define project objectives and scope according to needs and organisational guidelines and/or policies</li> <li>• Authorise project scope in accordance with organisational procedures</li> <li>• Evaluate implications of project scope deviation on project quality and delivery</li> <li>• Review and authorise</li> </ul>	

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			<p>alignment of project activities</p> <ul style="list-style-type: none"> <li>• Identify potential scope issues in a timely manner to enable corrective follow up</li> <li>• Identify opportunities for technological optimisation to enhance efficiency in project scope management</li> <li>• Monitor project resource utilisation against project scope and highlight deviation</li> <li>• Identify impact on project cost and timeline based on project scope and progress</li> <li>• Identify methods to deliver project scope in an efficient manner</li> <li>• Highlight changes to project scope</li> <li>• Provide inputs to enhance project scope management</li> </ul>	<ul style="list-style-type: none"> <li>• Define project scope based on project requirements and organisation's guidelines and policies</li> <li>• Review project change request and recommend changes to project scope in alignment with project objectives</li> <li>• Recommend ways to enhance project deliverables and changes to key work activities to add value to the organisation</li> </ul>	<p>changes to project scope to ensure that project objectives are fulfilled</p>	
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