



# *Key Requirements*

- Project Execution Plans. Several key elements are identified below.
  - Must be developed for all projects.
    - Note: EM-6 will develop guidance for exceptions for projects closer to completion, as well as guidance on tailoring.
  - Organization/Mission Need Justification
  - Cost and Schedule Baselines including contingency
  - Contingency Funds managed by Federal Project Manager and contractor
  - Project Work Breakdown Structure
  - Description of Baseline Change Control Process, including Change Control Board
  - Thresholds for Level 0, Level 1, Level 2, and Level 3 Baseline Change approval
  - Risk Management Plan
  - Acquisition Plan