

# Slovak Republic's Public Sector Standardizes Project Management Procedures

## Capgemini defines and implements the Project Management Methodology, which is now the standard in Slovakia's public institutions

### The Situation

In recent years the Slovak Republic, which adopted the Euro as its currency on January 1, 2009, has earned significant funding from the European Union (EU). With its larger budget, the Ministry of Finance of the Slovak Republic (MFSR) invested in new projects and programs in the country's public sector. However, one condition of the EU's investment was a requirement for stricter project management discipline from the MFSR, and standardized project management methods throughout the country's government departments. In turn, the MFSR asked Capgemini Slovakia to elaborate on its standard Project Management Methodology (PMM).

### The Solution

The new version of PMM complies with the strict requirements and best

practices for project management in the public sector. To achieve this, Capgemini's team designed the methodology using PRINCE2 (PProjects IN Controlled Environments); UPM – Deliver (Unified Project Management); and AS – IS analysis (assessment of current procedures).

### The Result

Thanks to the success of the project, PMM became the official standard for project management throughout the whole Slovakian public sector. The government's application of the methodology is unifying many partial and previously used methods into one consistent project management standard. Furthermore, the extension of the methodology to vendors

“The unification of the project management approach throughout the public sector brought us more simplicity and transparency in projects.”

Pavel Bojňanský, Head of Informatisation of Society Section, Ministry of Finance of the Slovak Republic



which supply the government is unifying the principles, processes, documentation and terminology used by suppliers and public sector departments. MFSR now has the tools to control any vendors' services transparently and systematically. Together, all these improvements have resulted in greater transparency, a higher level of control and a reduced administration burden for public sector employees.

### How MFSR and Capgemini Worked Together

Capgemini demonstrated its competencies and expert knowledge project management to MFSR's stakeholders, based on over 40 years of experience in both the public and private sectors. The team's approach was based on best practice project management methodologies used worldwide, supported by the client's project management AS-IS analysis. Working together, MFSR's team helped Capgemini's experts to understand the environment and the client's particular needs through workshops, meetings, brainstorming sessions and lectures.

The key to Capgemini's design of the PMM was to link the project management best practices used worldwide with the unique specifications of Slovakia's public sector. The Methodology comprises:

**Process model** – graphically describes the step-by-step procedure of the project roles in managing projects

**Guidelines** – text descriptions of project management processes during the project lifecycle from start to finish

**Components** – describes the activities which run in parallel with the processes but are in general not dependent on the phase of the project, e.g. risk management, planning, quality etc

**Templates** – project management document templates used in daily practice of project roles

**Reference process model** – shortened process model crib which will help the project managers in daily tasks.

The ultimate objective of this project was to introduce the principles and advantages of using the standardized project methodology to the people working daily on projects.

“By developing this standard we have a tool in our hands which helps us to guide the vendors working on our projects. Doing this we ensured a higher overview and control of what, how and when vendors are delivering,” says Pavel Bojňanský, Head of Informatisation of Society Section, Ministry of Finance of the Slovak Republic.



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The Ministry of Finance of the Slovak Republic is a central government body responsible for finance, tax and duties, customs, financial control and government

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