

Project Quality Assurance Forum

Principles



Version 1.0

We consider these principles are important in order for project quality assurance reviews to be carried out effectively:

Proactive

Quality assurance should be forward-looking and support the delivery of business results.

Purpose

The objective of any review and the intended use of any deliverables produced as a result must be stated and acknowledged.

Scope

The scope and limitations of any review must be identified and agreed.

Ownership

Overall accountability for the quality assurance process should reside with a client representative who is not actively involved in the day-to-day delivery of the initiative under review.

Commitment

All parties must be committed to meeting their responsibilities as part of the quality assurance process and to providing the necessary information and resources when required.

Responsive

Any material risks and issues must be advised to the client representative as they are identified during the quality assurance process.

Independence

All advice provided by the reviewer must be independent and impartial.

Disclosure

Any potential for conflict of interest must be identified and discussed with the client representative.

Competence

The reviewer must be competent to carry out the review having the necessary demonstrable skills and experience and following generally accepted good practice.