

RACI Matrix Chart

Your project involves many individuals on your team and ours. Although you will have only one point of contact at Oxcyon to triage any issue, we will provide you a RACI chart outlining the roles of each, including who will be consulted and informed before and as these tasks are executed.

<div> <div>RACI Chart</div> <div>(Example)</div> </div>									
Business Requirements Document	C	I	A	I	I	I	C	R	R
Functional Design Doc	R	C	A	C	I	I	C	I	I
Branding Design & Page Layout Plans	I	C	A	I	R	I	C	C	I
Communication & Launch Plans	C	I	R,A	R	I	I	C	C	C
Change Management & Control Process	R	C	I	A	I	I	C	C	C
Operations & Maintenance Plan	R,A	I	I	C	I	I	C	C	C
Platform Security Doc & Review	R	I	A	I	I	I	C	C	C
Support Training Material	R	I	A	I	I	I	C	C	C
End User Training	C	I	A	I	I	I	C	C	C
<div> <div>Oxcyon Ops/Engineering</div> <div>Oxcyon Developer(s)</div> <div>Oxcyon Project Manager</div> <div>Oxcyon IT Manager</div> <div>Oxcyon Partner (Consultant)</div> <div>Support Desk Lead/SMEs</div> <div>Oxcyon Partner (Consultant)</div> <div>HR Director or Biz Rep</div> <div>Marketing Director or Biz Rep</div> <div>Other LOB or Department</div> </div>									
Responsible for completing that step in the process									
Accountable for ensuring that step is completed									
Consulted prior to the completion of that step									
Informed of the results once that step is completed									