Project Configuration Management

8 – 12 March 2027
Singapore (Singapore)



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Introduction

Project Configuration Management PCM is a structured and process-driven discipline within project and systems management that safeguards the integrity, traceability, and control of project deliverables throughout the entire project lifecycle—from initiation to closure.

It focuses on the systematic identification of Configuration Items CIs, establishment of functional, allocated, and product baselines, structured change control, version control, documentation hierarchy, and configuration status accounting.

Aligned with international best practices such as the Project Management Institute PMI framework and ISO 10007 standards issued by the International Organization for Standardization ISO, this course delivers both theoretical foundations and practical implementation tools.

Participants will gain hands-on knowledge applicable across engineering, IT, infrastructure, oil & gas, telecom, and large-scale capital projects—especially in regulated and high-risk industries where governance, compliance, and documentation control are critical.

Course Objectives

By the end of this 1-week program, participants will be able to:

- Understand the core principles, terminology, purpose, and scope of Configuration Management CM.
- Identify and classify Configuration Items CIs and establish configuration baselines functional, allocated, and product baselines.
- Develop and implement a comprehensive Configuration Management Plan CMP.
- Apply structured change management processes, including change requests and impact analysis.
- Establish and operate a Configuration Control Board CCB governance structure.
- Implement configuration status accounting systems and documentation control practices.
- Conduct Functional Configuration Audits FCA and Physical Configuration Audits PCA.
- Integrate Configuration Management with Project Management Information Systems PMIS, risk management, and project governance frameworks.
- Utilize digital CM tools and software platforms effectively in live project environments.



Course Outlines

Day 1: Fundamentals of Project Configuration Management

- Definition, purpose, and scope of Configuration Management CM.
- CM integration within the project lifecycle initiation, planning, execution, monitoring & controlling, and closure.
- Core terminology: Configuration Item CI, baseline, versioning, change request, status accounting.
- Governance structure: Roles and responsibilities in configuration management.
- International standards and frameworks: ISO 10007 and PMI alignment.

Day 2: Configuration Identification and Baseline Management

- Identification and classification of Configuration Items CIs.
- Product structure breakdown and documentation hierarchy.
- Establishing functional, allocated, and product baselines.
- Version control principles and naming conventions.
- Practical workshop: Developing a configuration item register and baseline documentation structure.

Day 3: Change Control and Impact Analysis

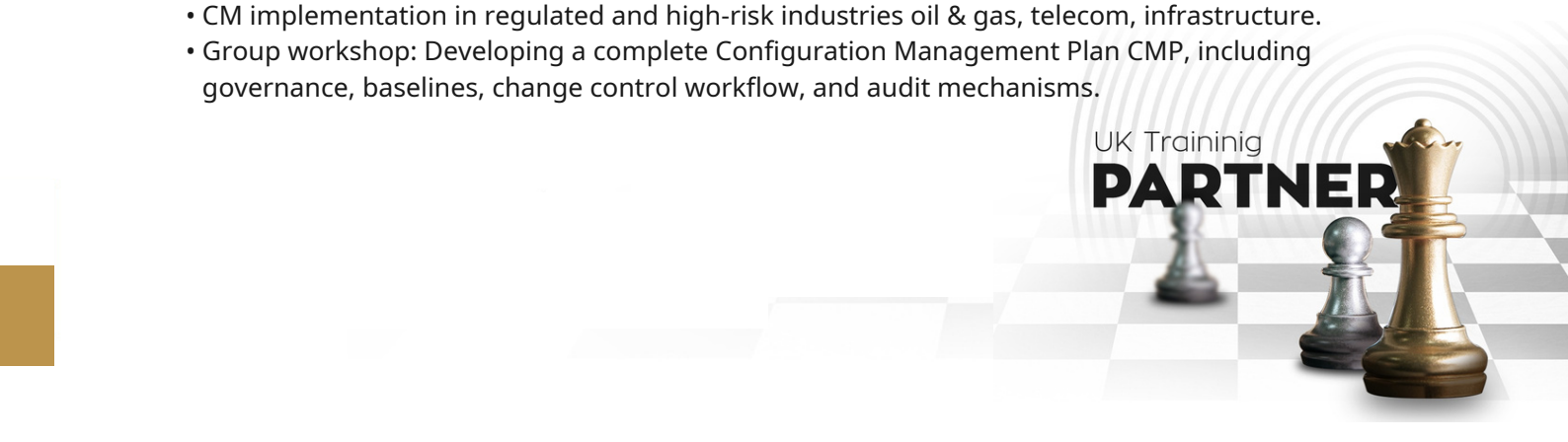
- Change management process lifecycle.
- Configuration Control Board CCB: structure, authority, and governance.
- Change request documentation workflow.
- Technical, cost, schedule, and risk impact analysis.
- Case study: Managing an engineering change within a live project environment.

Day 4: Configuration Status Accounting and Auditing

- Configuration status accounting systems and reporting.
- Documentation control and records management best practices.
- Functional Configuration Audit FCA procedures.
- Physical Configuration Audit PCA processes.
- Compliance tracking, performance metrics, and governance reporting.

Day 5: Tools, Integration, and Practical Implementation

- Digital configuration management tools and software platforms.
- Integration with Project Management Information Systems PMIS.
- Interface between configuration management and risk management.
- CM implementation in regulated and high-risk industries oil & gas, telecom, infrastructure.
- Group workshop: Developing a complete Configuration Management Plan CMP, including governance, baselines, change control workflow, and audit mechanisms.



Why Attend This Course: Wins & Losses!

- Strengthen project governance and configuration integrity.
- Improve traceability and documentation control across the project lifecycle.
- Reduce uncontrolled changes and scope creep.
- Enhance change control decision-making through structured impact analysis.
- Ensure compliance with ISO and PMI best practices.
- Improve audit readiness through FCA and PCA implementation.
- Integrate CM seamlessly with PMIS and risk management frameworks.
- Protect cost, schedule, and technical performance baselines.

Conclusion

Project Configuration Management is not merely a documentation exercise—it is a governance discipline that protects the technical, financial, and operational integrity of complex projects.

Through structured identification of configuration items, disciplined baseline management, effective change control, configuration status accounting, and formal audits, organizations can ensure traceability, compliance, and performance stability throughout the project lifecycle.

This course equips professionals with both strategic understanding and practical implementation tools, empowering them to design and manage robust Configuration Management frameworks that support successful delivery in engineering, IT, infrastructure, telecom, oil & gas, and capital-intensive environments.

