

25 February, 2010

**API “COLLABORATIVE POWER ENGINEERING CENTERS OF EXCELLENCE”
DIVERSITY FUND PROJECT**

STRATEGY AND STEERING GROUP CHARTER & RESPONSIBILITIES

1. To develop innovative strategies aimed at achieving the objective for the project of “providing an increased quantity and quality of power engineering graduates to meet industry’s needs (estimated in excess of 1000 new graduates are needed over the next 5 years) by drawing on the expertise/specialized skills at a rationalized group of individual universities(with a critical mass of power engineering capability)”
2. To develop and monitor a detailed Project Plan for the execution of the project strategies, project deliverables and outcomes. This Project Plan to be reviewed by the Strategy and Steering Group at least on a bi- monthly basis.
3. To develop and monitor a detailed Budget and Financial Plan for the project which is to be reviewed by the Strategy and Steering Group on a bi-monthly basis.
4. To arrange for the provision of resources to undertake the tasks/activities in the detailed Project Plan.
5. To implement key performance indicators/measures to track the success of the project.
6. To identify risks and barriers to the project success and implement actions to mitigate/control these risks.
7. To participate as an active team member of the Strategy and Steering Group committed to:
 - Open and honest communication with others on the team
 - Respect for the views and ideas of others on the team
 - Aligning to the decisions of the team(following robust discussion and debate)
 - Keeping the project simple, avoiding unnecessary bureaucracy and administration
 - Meeting deadlines and commitments agreed to by the team.

STRATEGY AND STEERING GROUP MEMBERS

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