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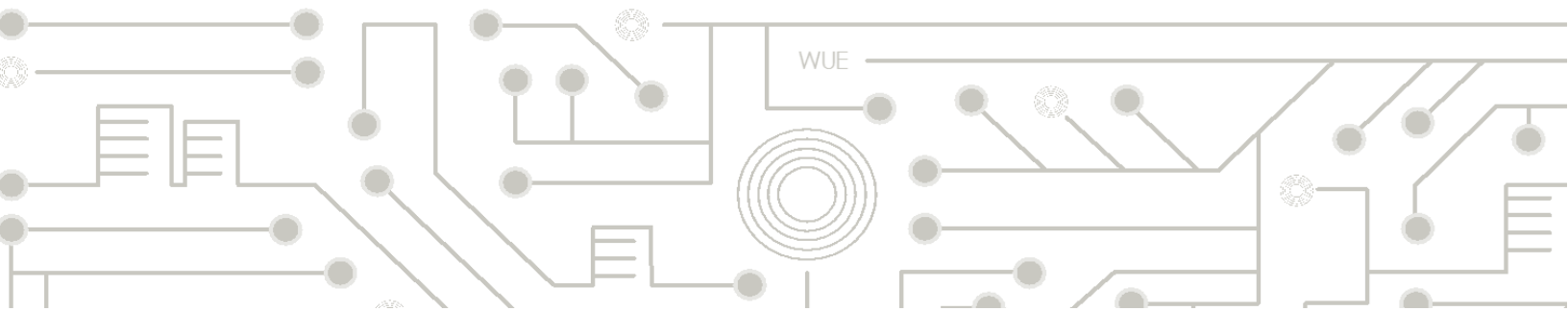
# Importance of Project Management office

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The PMO is of utmost importance within an organization as it facilitates the management of projects and increases their success. Reducing implementation time allows saving resources and, therefore, increases the benefits of the organization. According to the PMBOK, 5th edition, "A Management Office (PMO) is a body or entity within an organization that is assigned various responsibilities related to the centralized and coordinated management of those projects under its jurisdiction".

The PMO seeks to standardize and optimize processes in project implementation. In addition, being the manager of the documentation, guides associated to these processes. You should control the project cycle, from approval to closing.

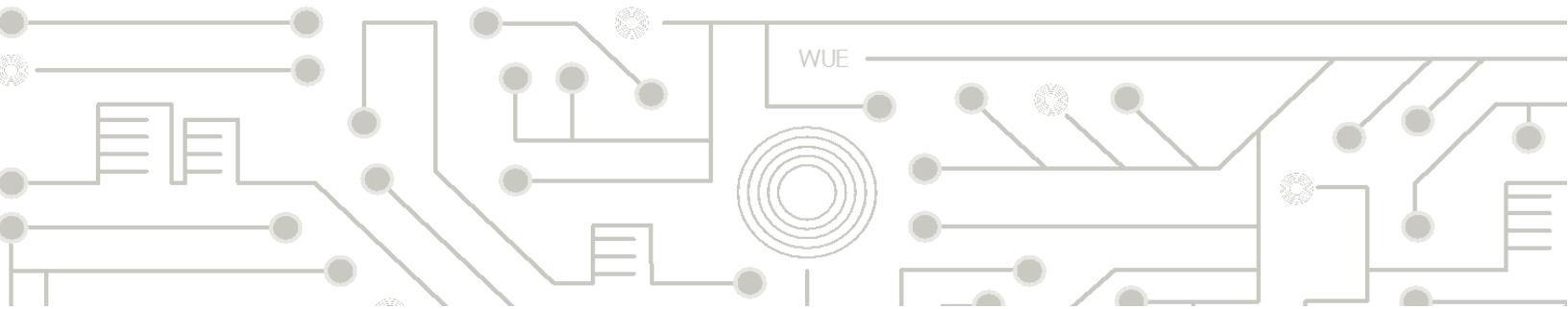
The actors of the PMO should be focused on helping, recommend, review, facilitate, audit, form, plan strategically, training resources and above all, knowledge management projects. The PMO as functional entity organizations should allow projects to have positive impact on strategic objectives, helping senior management to have a clearer view of each of the projects, improve communication between different units through channels adequate and efficient, adequately monitor the status of projects and implement monitoring tools and techniques, permanent and detailed, with standardized procedures.



## Benefits of implementing a PMO:

The PMO can help the company by providing the necessary structure to standardize project management practices, facilitate the management of project portfolios and determine methodologies for repeatable processes. Members of the PMO should always establish continuous improvement within the Project Management Office, given the changes that arise every day. Among the benefits is:

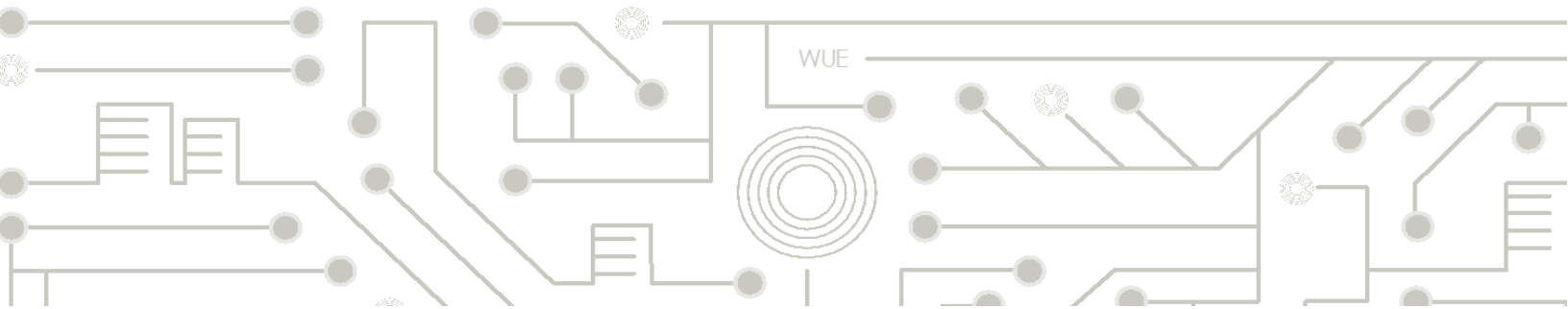
- Decrease in failed projects.
- Projects delivered under budget.
- Productivity improvements.
- Increased customer satisfaction.
- Projects delivered ahead of schedule.
- Increase in projects aligned with the objectives.
- Cost savings per project.



## PMO functions:

The main function of the PMO is to support project managers in different ways:

- Prioritize the order of execution of the projects of the company, depending on the availability of resources of the same, and their alignment with strategic objectives.
- Manage shared by all projects led by the PMO resources.
- Identify and develop a methodology, best practices and standards for project management.
- Instruct, orient, train and supervise.
- Monitor compliance with standards policies, procedures and templates project management through audits.
- Develop and manage policies, procedures, templates, and other shared documentation.
- Coordinate communication between projects.
- Being dedicated to control the behavior of projects, thus minimizing the risk of failure.
- Standard processes for all projects, thereby facilitating the integration and adaptation of staff to different projects.
- Support to managers and project managers is centralized, so that cost reduction is achieved.

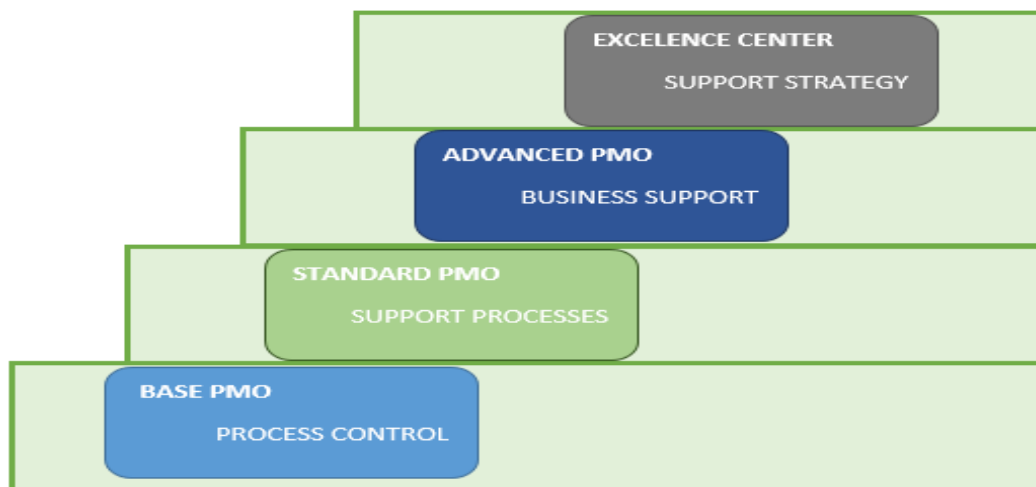


## Continuous improvement in the Project Management Office

All Project Management Office goes through a natural evolution, maturing from its initial position to the level that is most appropriate.

Although the points of departure and arrival are unique to each organization, the way it should be used for this evolution has generally the same questions, problems, challenges and decisions to make. Therefore, it is advisable to adopt a model of maturity level that ensures continuous improvement and real growth of the PMO.

Thus, depending on the level of maturity of their practice in project management, you can be in the corresponding step and from there begin the process towards continuous improvement.



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