

BI Project RACI Matrix

Phase	Deliverable	Project Manager	Business Representative	Business Analyst	Source System SMEs	Solution Architect	Technical Architect	Data Integration Architect	Information Architect	Analytics Architect	Build Manager	Data Integration Developer	Data Modeler	Analytics Developer	Test Manager	Config Manager	Test Engineers	System Admin
Project Management	Project Plan	R	I	I		C	I	I	I	I	C	I	I	I	I	C	I	I
	Functional Specification Documents	I	CA	R		A	A	A	A	A	I	I	I	I	A	I	I	
Requirements	Data Dictionary		CA			I		I	R	I			C		I			
	Training Strategy	A	R							I				C		I		
	Training Materials		A	R						IA				C		I		
	User Guides		A	R						A				C		I		
Analysis & Design	Source System Data Model			A	R			I	A	I		I	I					
	Interface Specification			A	R		I	I	A			I	I	I	I			
	Solution Architecture Document		I	A		R	A	A	A	A	I	I	I	I	I	I	I	I
	Technical Architecture Document			I		A	R	A	A	A					A	I		A
	Data Integration Framework Document					A		R										
	Data Integration Standards Guide					A		R				C						
	Data Dictionary					A			R									
	Data Modeling Standards Guide					A			R				C					
Analytics Standard Document					A				R				C					
Build	Access Layer Security Model					A				R								
	Defect tracker										R							
	Issue log										R							
	Deployment Guide						C	C	C	C	R							A
	Data Integration Technical specs			A		I		A	A	A		R						
	Analytics Technical Specs			A		I				A				R				
	Physical Data Model			A		I		A	A	A			R					
	Data Integration Unit Test Scripts										A	R			I			
	Analytics Unit Test Scripts										A			R	I			
	Version Control Strategy														I	R		
	Configuration Item Catalogue										A					R		
	Release Notes										A					R		
Test	Test Strategy Document	C													R			
	Test Scripts														A		R	
Support	System Administration Guide						A											R