

# Time Schedule 2019 Categories Large- and Mega Sized Project



APPLICANT	ASSESSORS	JUDGES	AWARDS PMO
PREPARATION AND APPLICATION			
<p><b>9 Jan</b>, Participate in a Webinar  <b>7 Feb</b>, Introduction to the PE  <b>6 Mar</b> Model and Assessment process</p> <p><b>22 Mar</b> Submit an Application Form</p> <p><b>26 Mar</b> Participate in a webinar How to write an Application Report and prepare the Site Visit</p> <p><b>19 Apr</b> Prepare and submit an Application Report</p>	<p>Participate in the IPMA PE Assessment Training</p> <p>Training participants 2017 or 2018:  <b>1 Feb</b>, PE Assessment Webinar  <b>13 Feb</b></p> <p><b>15 Mar</b> TLA Webinar (per invitation)</p> <p>Potential Assessors:  <b>5-7 Apr</b> Lisbon</p>		<p><i>Support the total process and contact person for all stakeholders</i></p> <p>Confirm the application, organise trainings, design PE Assessment Teams</p>
ASSESSMENT			
<p><b>19 Apr - 17 Jun</b> Prepare for the Site Visit</p> <p><b>17-20 Jun</b> Participate in the Site Visit</p>	<p><b>10 May</b> Carry out the individual assessment</p> <p><b>25 May</b> Participate in the Team Virtual Meeting and prepare the 1<sup>st</sup> Judges' Report</p> <p><b>26 May</b> Submit the 1<sup>st</sup> Judges' Report</p> <p><b>17-20 Jun</b> Conduct Site Visit and write Feedback Report</p> <p><b>22 Jul</b> Submit the 2<sup>nd</sup> Judges' Report and the Feedback Report</p>	<p><b>8 Jun</b> Conduct 1<sup>st</sup> Judges meeting</p>	<p>Collect Judges' Reports from PE Assessment Team and support the judging process, organise PR and marketing activities (press releases)</p>
JUDGES DECISION, IPMA CONGRESS AND AWARDS GALA			
<p><b>16 Jul - 29 Sep</b> Prepare for the IPMA Congress and Award events</p>	<p><b>16 Aug</b> Submit the Feedback Report</p>	<p><b>13-14 Jul</b> Decide on Winners at the 2<sup>nd</sup> Judges meeting</p>	<p><b>16 Jul</b> Announce Finalists            Prepare the IPMA Congress e and Award events</p>

**29 September-2 October 2019, 31<sup>st</sup> IPMA World Congress in Merida, Mexico**

Participate in the IPMA Global Awards Winners Club, Gala and Feedback Session: Applicant, Team Lead Assessor, Judges