

Project Stakeholder Engagement Plan

1. Introduction

Project Name:

Project Manager:

Date:

2. Stakeholder Identification

Stakeholder	Role/Position	Interest/Influence	Contact Information

3. Stakeholder Analysis

Stakeholder	Needs & Expectations	Impact on Project	Engagement Level

4. Engagement Strategies

Stakeholder	Engagement Approach	Frequency	Responsible

5. Communication Plan

- Type of Information to Share:
- Methods/Channels:
- Frequency:
- Owner/Responsible:

6. Monitoring & Review

- Measures of Stakeholder Engagement:
- Review Frequency:
- Plan Update Procedures:

7. Approval & Sign-off

Prepared by:

Date:

Approved by:

Date: