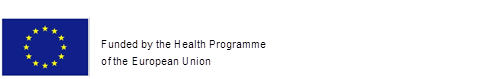
Tool 39: Final check ✓ Module 4

Please check whether you have considered the main topics in Module 4.

| Topic | Criteria | Yes | No | Comments | Consequences  (impact on other criteria, the whole project, the timeline etc.) |
| --- | --- | --- | --- | --- | --- |
| **Executing the work plan** | A continuous tracking process to control deviations from the work plan has been implemented  Tool 32: How to keep the project implementation on track |  |  |  | *Please consider the consequences if the criterion is not fulfilled* |
| If necessary, modifications have been made to the original work plan  Tool 33: Checklist: Types of project modification |  |  |  | *Please consider the consequences if the criterion is not fulfilled* |
| **Executing the financial plan** | Financial control mechanisms are in place  Tool 35: Checklist: How to avoid financial management problems |  |  |  | *Please consider the consequences if the criterion is not fulfilled* |
| **Avoiding and Managing Risks** | Project risks have been identified during the project planning process  Tool 36: Risk management – Introduction and instruction Tool 37: Risk management matrix Tool 38: Risk management template |  |  |  | *Please consider the consequences if the criterion is not fulfilled* |
| Project risks have been monitored during the project planning process  Tool 36: Risk management – Introduction and instruction Tool 37: Risk management matrix Tool 38: Risk management template |  |  |  | *Please consider the consequences if the criterion is not fulfilled* |
| Adequate risk prevention strategies have been developed during the project planning process  Tool 36: Risk management – Introduction and instruction Tool 37: Risk management matrix Tool 38: Risk management template |  |  |  | *Please consider the consequences if the criterion is not fulfilled* |
| Adequate risk mitigation strategies have been developed during the project planning process  Tool 36: Risk management – Introduction and instruction Tool 37: Risk management matrix Tool 38: Risk management template |  |  |  | *Please consider the consequences if the criterion is not fulfilled* |
| Ensuring lessons are learned by conducting a post-assessment of risks that occurred during the project planning process  Tool 36: Risk management – Introduction and instruction Tool 37: Risk management matrix Tool 38: Risk management template |  |  |  | *Please consider the consequences if the criterion is not fulfilled* |

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Written by Gesundheit Österreich

Forschungs und Planungs GmbH

March 2018