

Stakeholder Checklist

1. Sponsor
2. Customer
3. User
4. Project manager
5. PM's manager
6. Team members
7. Functional managers (who the project team reports into – assuming they do not report into the PM)
8. Interfacing business units
9. Finance department
10. Company employees
11. Company communications department
12. The PM for all the projects that interface with my project (i.e.: projects that are dependent on my project, and projects that my project is dependent on)
13. Senior/Executive Management
14. IT – Operations Support
15. IT – System Testing team (if independent from core project team)
16. IT – Maintenance team (who will support the product of the project once implemented)
17. Quality Assurance team
18. Vendors
19. Family
20. Legal entities
21. Security – building and/or IT
22. External entities (government, public relations, marketplace, competitors, suppliers, distributors, investors, regulatory agencies)
23. Stockholders