



AMREF INTERNATIONAL TRAINING CENTER

Qualification Code : 041306T4PMN
Qualification : Project Management Level 6
Unit Code : BUS/OS/PM/CR//09/6/A
Unit of Competency : Manage Project Closure

WRITTEN ASSESSMENT

TIME 3 HOURS

INSTRUCTIONS TO CANDIDATE

1. You have **THREE** hours to answer all the questions.
2. Marks for each question are indicated in the brackets.
3. The paper consists of **TWO** sections: A and B.
4. Do not write on the question paper.
5. A separate answer booklet will be provided.

This paper consists of three (3) printed pages.

Candidates should check the question paper to ascertain that all the pages are printed as indicated.

SECTION: A (40 MARKS)

Answer all questions in this section

1. State four types of information that should be contained in a project closure report. (4 Marks)
2. One activity during project closure is to release project resources. Highlight four such resources that should be released. (4 Marks)
3. During project closure all records should be documented and archived. State five types of documents that should be archived. (5 Marks)
4. A Service Level Agreement is the part of a contract which defines exactly what services a service provider will provide and the required level. Outline four aspects of service level agreement. (4 Marks)
5. Identify four members who are supposed to attend a project closure meeting. (4 Marks)
6. Suggest four methods you can use to dispose off assets while closing a project. (4 Marks)
7. State three main focus areas during project closure phase. (3 Marks)
8. Define four pillars of project sustainability to consider during project closure phase. (4 Marks)
9. Outline four decommissioning activities during project closure phase. (4 Marks)
10. Name four outputs of project closure phase. (4 Marks)

SECTION B: (60 MARKS)

Answer question 11 and any other TWO questions in this section. Each question is 20 marks

11. You have been leading a team which has been implementing a borehole project in Sarakasi ward up to completion. The project has been running for the past 13 months with deliverables such as 2 solar powered pumps, 5000litres plastic tanks 20m concrete water tower in which tanks are placed, water vending kiosk fitted with pipes and 2 solar flood light. During the closure a committee of five members is drawn from the community to run the borehole operations and you are supposed to handover the project to them
- a) Explain five steps to follow in order to close the project successfully. (10 Marks)
 - b) Describe five items included in a project closure checklist. (10 Marks)
12. a) Decommissioning a project requires permanent and official stopping of use and removing from service or usage of the project. Analyze five methods of undertaking this process (10 Marks)
- b) Discuss five common factors associated with project termination (10 Marks)
13. (a) Successful termination of a project depends upon the appropriate approach that the vendor adopts. Analyze four ways of project termination. (8 Marks)
- (b) A formal closing out of a project continues beyond just delivering objectives. It has to follow an administrative, financial, and operations-oriented process. Propose six steps involved in project termination process (12 Marks)
14. (a) Discuss six roles of project manager during project closure phase. (12 Marks)
- (b) Traceability matrix (RTM) is a tool that helps identify and maintain the status of the project's requirements. Explain four uses of requirement traceability matrix in project closure phase. (8 Marks)