

TYPICAL

# Project Planning Document

## Revision 0

Prepared: \_\_\_\_\_  
Reviewed: \_\_\_\_\_  
  
PE/PM: \_\_\_\_\_  
Civil Mgr: \_\_\_\_\_  
Electrical 1 Mgr: \_\_\_\_\_  
Electrical 2 Mgr: \_\_\_\_\_  
Mechanical Mgr.: \_\_\_\_\_  
Plant Mgmt Rep: \_\_\_\_\_  
Projects Mgr: \_\_\_\_\_

# PPD Outline

1. Problem/Issue
2. Scope of Design Solution  
(if more than one DCN is anticipated, define the scope of each DCN)
3. Assumptions/Limitations
4. Environmental Impacts
5. Key Deliverables
6. Long Lead Material
7. Cost Detail/Basis
  - Engineering
  - Materials
  - Installation
8. Schedule
9. Drawings/Sketches
10. References (if any)