

An International network : Global offices

>PrimaConsulting France (Paris)

Tour Pacific – 11 cours Valmy – La Défense 7
92977 PARIS LA DEFENSE- France

Tel.: +33(0) 1 73 29 48 00
www.primaconsulting.fr

>PrimaConsulting UK (London)

No. 1 Poultry - London EC2R 8JR
UNITED KINGDOM

Tel.: +(00) 44 207 643 2773
www.primaconsulting-uk.com

>PrimaConsulting Spain (Madrid)

Callé Pinar 5 - Madrid
28006 SPAIN

Tel.: +(00) 34 91 745 68 97
www.primaconsulting.es

>PrimaConsulting Germany (Munich)

Stethaimer Str. 32-34
D- 84034 LANDSHUT

Tel.: +49 (0)871-922 89-0
www.primaconsulting.de

>PrimaConsulting Canada (Montreal)

1000 de la Gauchetiere street West
24th Floor - Montreal H3B 4W5
CANADA

Tel.: +(514) 448-2177
www.primaconsulting.ca

www.primaconsulting.org

 PRIMACONSULTING
Developing Organisation Performance



Strategic Partner in Project Management and Organisation Development

Consulting | Training | Systems Integration | Outsourcing

 PRIMACONSULTING
Developing Organisation Performance



YOUR STRATEGIC PARTNER IN PROJECT MANAGEMENT AND ORGANISATION DEVELOPMENT

PrimaConsulting will partner with you at local and international level to achieve improvements in project management and organisational change.

We know that our clients expect considerable added value and return on investment from any external specialist services. Specifically in the project management sector, clients seek clear evidence of improvement in their ability to keep up with technological change and to manage the ongoing development of their internal operations.

We have tangible evidence from clients who believe we have enabled them to demonstrate improvements in their business performance that exceeded their expectations.

We understand that the ideal solution for each client is a unique, multi-disciplinary combination of our – and our clients' - skills and knowledge.

Our solutions include carefully scoped and focused management consulting, formal project management training based on PMI® and the PMBOK®, qualifications in PMP®, Prince 2™, ITIL®, temporary project staff and management resourcing, people management, leadership skills development, and operational process improvement.

We are currently working with clients in the following sectors: Aerospace and Defense, Automotive, engineering and construction, finance, health, high technology, insurance, manufacturing, oil and gas, pharmaceuticals, telecom, transportation, utilities and public sector.

We commit to each of our clients to be a proactive and trusted partner, recommending solutions only when we are confident that they will add real value to the organisation. This means ensuring all solutions provided are simple, practical and scaled to the different environments and target groups within the organisation. In this way, ownership is easily transferred to the client.

INTERNATIONAL NETWORK

Our 80-strong, multi-national team is active in many countries across Europe, America and Asia. This means PrimaConsulting can respond quickly to your local requirements, or work with you on more complex international projects.

We are able to provide teams of appropriately qualified and experienced consultants and resource, for small or large scale projects involving different countries, languages and cultures.

OUR PEOPLE

Our consultants, coaches and trainers are well qualified in their fields, including in PMP®, PMI®, Primavera®, Prince 2™, ITIL®, Organisation Development and training. They have had extensive personal experience of management and leadership in their careers, and proven success in managing a wide range of projects and organisations. They have been invited to join the PrimaConsulting network because of their exceptional skills in supporting experienced organisational leaders and new managers, taking the role of consultant, coach, and mentor or specialist project team member as needed.

We are English, French, American, Brazilian, Canadian, Chinese, German, Italian, Dutch, Portuguese, Russian and Spanish.

WHAT MAKES US DIFFERENT

We have the range of skills and knowledge you would expect from a leading international management consultancy.

In addition, we are able to create multi-functional and multi-disciplinary solutions for our clients. It is this crossing of traditional boundaries between people, process and tools that makes us unique.

We believe that lasting organisation change is 20% process and tools and 80% people. This belief shapes all our client projects and relationships, leading to:

- Creative and innovative solutions
- High levels of trust and effective knowledge sharing
- Good understanding of your business : both your industry and the organisation dynamics
- Real world thinking and a practical approach



PRIMACONSULTING'S COMMITMENT TO YOU

To Diagnose and Engage |

- >Identify your organisation's needs and objectives through audits and studies
- >Analysis of staff and management development needs, using both tools and consultative processes adapted to your culture and environment
- >Build customised solutions including, as required, structures, processes, training, consultancy, coaching and tools
- >Support or lead – depending on the role you would like us to take - the setting up of the activities needed to ensure buy-in and successful implementation
- >Ensure transfer of knowledge and skills, enabling you to develop your best asset: your people

To Implement |

- >Select and mobilise the team that will build the best solutions and implement the desired organisation changes
- >Provide the necessary consultancy, coaching and training activities
- >Steer the initiative and manage progress towards objectives and ultimate results

To Consolidate |

- > Build into all solutions, appropriate follow-up activities to ensure that the required department, team and individual behaviour changes are successfully bedded into the organisation
- >Recommend tactics for creating a culture of continuous improvement
- >Provide support for your people at staff and management level, including training, career development or on-the-job coaching to ensure the focus is on achieving excellence

OUR STRATEGIC VISION

PrimaConsulting helps project managers, programme managers, line managers, divisional leaders and board members to raise their level of contribution to their organisation.

Projects result from the organisation's strategy for development. Managing those projects well is critical to the organisation. However simply managing individual projects better is no longer sufficient.

We believe our clients can achieve considerable competitive edge by creating optimum cross-functional, organisation-level project governance and project portfolio management.

Effective portfolio management enables our clients to respond quickly and flexibly to the constant changes in local and global markets, technologies and within the organisation itself.

The four main components of our service list:

- Operational and Strategic Management Consulting
- Training: including customised, on-the-job training, plus formal training and related certification in project and programme management and organisation development
- Systems and tools Integration
- Project Resourcing & Outsourcing

YOUR STRATEGIC PARTNER FOR LASTING PERFORMANCE IMPROVEMENT

PRIMA CONSULTING WILL HELP YOU BUILD YOUR PROJECT MANAGEMENT CAPABILITY

Most organisations today use project management methods to organise their work and maximise their use of resources. Project Management is regarded as a significant factor in financial competitiveness and market innovation. It plays a key role in an organisation's ongoing development. It is therefore not just the project managers themselves who need to understand project management techniques and thinking. Everyone who is involved in -or touched by- projects needs to understand their roles and responsibilities. Organisation leaders in particular have a vital project sponsorship and governance role to play for the organisation to fully maximise its project management capability.

PrimaConsulting understands the significance of all these organisational roles and can provide consultancy advice, hands-on assistance, training, coaching or additional resource, to ensure that your organisation is getting the best possible value from its project management activity.

PRACTISING WHAT WE PREACH

Just as we recommend and implement best practice processes and procedures, we also use them ourselves, when working with our clients. We practise what we preach. We demonstrate by example the PMI®, PMBOK® Guide and PRINCE2 methods, and clients find the experience of working with us helps the transfer of knowledge, skills and experience.

Through working with us you will see how these methods:

- Are flexible and easily adapted to your organisation's culture
- Can be tailored to the level of project management awareness and knowledge of your people
- Provide a common language which all the diverse groups across your organisation can share with confidence
- Really do help you to bring projects in on time and on budget

PROJECT MANAGEMENT – A KEY LEVER FOR SUSTAINED PERFORMANCE IMPROVEMENT

Sustained business performance improvement is brought about by focusing the organisation's efforts on the right projects at the right time. In our experience, the areas to focus on that add most value are:

- Investment in your people to build on your pool of knowledge, skills and commercial awareness
- A suitably scaled project management process that ensures projects are brought to completion quickly and efficiently
- Focus on the financial profitability and return on investment of each project
- Understanding the contribution each project makes to developing the organisation's product or service range to meet market needs
- A project selection process that ensures only projects that contribute value to the organisation are authorised, and that the portfolio of projects balances profitability and innovation
- A project governance structure that ensures priorities between projects are clearly defined and managed

PROJECTS THAT CHANGE ORGANISATIONS – GETTING THE RIGHT PEOPLE FOR THE JOB

Working at individual project level demands a certain level of practical knowledge and experience. Working at organisation level, to introduce a new Project Management Infrastructure for example, is considerably more demanding.

These projects are usually complex and political and require a high level of expertise and experience to achieve the business objectives.

The main deliverable is evidence of a mind set and work style change from everyone involved in projects across the organisation, including across management levels. Definitely not just the project management tools, processes and techniques.

Our consultants are experienced in leading and advising on projects at this level, as well as helping to define and build the systems, processes and tools. They will work alongside you step-by-step through the lifecycle of the project. They also bring to you a recognised, best-practice change management process which strengthens the project management process by ensuring its full integration into the organisational environment.

PRIMA CONSULTING'S NETWORK OF CONSULTANTS:

Our senior consultants have a track record of success in executive roles in large organisations. They have 15 to 30 years of hands-on experience at director and board level. They have the background to be able to work closely with your senior management team. In addition, they have well honed consulting skills, and the necessary credibility with the organisation's middle management. It is middle managers and team leaders who are most influential in making the changes happen and making them last.

THE RIGHT PEOPLE FOR THE JOB



- >Fully qualified in the targeted project and management methods
- >Experienced in the real world of organisation life
- >Excellent networking and communication skills
- >The ability to influence people to get things done, across teams and across cultures
- >To build bridges and handle conflict
- >To work proactively and openly with other third party providers
- >Able and willing to share our knowledge and experience generously, at each step of the project

INNOVATION AND LEADING EDGE SOLUTIONS

We pride ourselves in being at the forefront of thinking in each of the core services that make up our portfolio. Sharing experiences across these disciplines is the way we innovate. The PrimaConsulting network is made up of specialists in many disciplines who constantly challenge each other's thinking and provide new insights. This ensures our solutions remain leading edge, for the benefit of our clients.

GLOBAL BEST PRACTICES IN:

- Management and Project Management Consulting |
- Coaching, Mentoring and Action Learning |
- Training and Certification in Project Management |
- Systems and Tools Integration |
- Project Resourcing / Outsourcing|



THE PRIMA CONSULTING KNOW-HOW



PROJECT RESOURCING (OUTSOURCING)

Demand for project resource is rarely constant, and organisations are increasingly keeping only core resource in-house. We can help you to manage the peaks and troughs of demand by providing short or medium term resource to bridge gaps on specific projects. We can also provide a full outsourced service.

PrimaConsulting can provide consultants, team members and/or project managers who will enable you to:

- Finish your projects within the agreed timeframes
- Continually improve the quality of your products and services
- Find the right balance between getting things done quickly and ensuring lasting quality and consistency of work
- Challenge your competitors with leading edge thinking and execution

Our people are wholly committed to seeing your projects through to successful conclusion. They also make every effort to ensure that your project managers and team members gain maximum and lasting benefit from working with us. They will share knowledge and coach informally where appropriate.

We can provide you with specialist input in:

- Planning and delivery of projects
- Organisation change management
- Communications plan design and delivery
- Contract management
- Cost control and management
- Quality management
- Project documentation management

MANAGEMENT CONSULTING

Support for your strategic, organisation development projects |

PrimaConsulting is an established international management consultancy, specialising in the design and implementation of organisation change and development projects, to ensure sustained business performance. We help our clients to improve their competitive position in the marketplace by exploring the different strategic choices available and shortening the time between strategic decision making and delivery of tangible results.

Our senior team of management consultants have the capabilities to assist managers in formulating proactive and focused business development strategies. We will also work alongside your senior managers through to strategy implementation if required. We appreciate that it is often not enough to set out 'what' to do. Especially if the development strategy leads the organisation into new territories, we will stay with you as long as needed and provide the 'how'. We partner with you sensitively, acting in an advisory or hands-on role, as needed.

We recommend a step-by-step process, with roles and responsibilities clarified from the start and at each step. We would start by reviewing with you the current operations and activities against your business objectives:

This process can include:

- A diagnostic review of current activities and operations
- A review of objectives and goals in relation to current performance
- Creative and innovative thinking techniques including consultative 'Action Learning' and other procedures
- More detailed needs analyses and recommendations for process and practice improvements, with a balanced assessment of risks, constraints, benefits and costs.
- Putting into place appropriate performance indicators and measures
- Setting up a project management office
- Coaching and mentoring for the leadership and management teams involved
- Implementation of changes through to completion, to ensure guaranteed return on investment

OUR REFERENCES

Agence Iter France
Air Liquide
Alcatel - Lucent
Alstef
Alstom
Ansaldo Transport
Areva
Bombardier Transport
Bouygues
CEA
CFAO Technologies
Colas Rail
Converteam
EADS-Astrium
EDF
Eiffage
Endel
ExxonMobil
IBM
ITER International
MBDA
OGER International
OTV
SAIPEM
Scetauroute
SNCF
Siemens
SGN
Systra
Technip
Thales
Total
Vinci...

SYSTEMS INTEGRATION

PrimaConsulting can provide you with the necessary support for IT systems development and improvement projects. Such projects provide a secure base for the organisation's internal operations. They also play an integral role in the organisation changes necessary for continual business performance improvement.

Project management systems are rarely 'stand-alone'. They have to be effectively integrated into the organisation's global data management infrastructure. It is therefore essential to ensure that any new project management tools and systems are developed in full knowledge of the context, to prevent duplication of data entry for example, and to ensure appropriate levels of access and information availability.

Our consultants will help to ensure that the right links are made between the project management methods and processes created and other, connected information management tools and systems. We will create and implement appropriate interfaces between the project management tools and systems and the organisation's strategic and/or operational tools and systems (ERP, GPAO, GMAO...).

We can work with you at any phase of the project including:

- Business and technical needs analysis
- Test phases
- Management of operational deployment
- People skills and engagement
- Analysis of functional interfaces between applications
- Development of additional reporting or other industry-specific functionality

PROJECT MANAGEMENT TRAINING

DEVELOP THE TALENTS OF YOUR PEOPLE

PrimaConsulting provides training in all aspects of project management, management and change management topics:

PROJECT MANAGEMENT TRAINING |

- >Project Management Fundamentals
- >Project Management Office and Project Management
- >Leadership, Communication and Team building
- >Managing Project Costs and Schedules
- >Managing Project Risks
- >Managing Project Quality
- >Managing Third Party Suppliers and Contracts
- >Fundamentals of IT Project Management
- >Managing Project Risk on IT Projects
- >Managing Systems Integration Projects
- >Negotiation Skills for Project Managers

PMI® CERTIFICATIONS |

- > PMP® Prep course – 11 days/9 days/8 days/6 days
- > PMP® Review and Test – 4 days/3 days/2 days
- > CAPM® Preparation course – 6 days/3 days
- > PgMP® Preparation course – 3 days
- > PMI-SP® Preparation course – 5 days
- > PMI-RMP® Preparation course – 5 days

CHANGE MANAGEMENT |

- >Busy Managers' Guide to Organisation Change
- >Collaborative Leadership for Organisation Change Projects
- >Communications Planning & Management
- >Action Learning & Facilitation skills
- >Presentation and Communication Skills for IT People

PROJECT MANAGEMENT SOFTWARE |

- >Migrating from P3 to PM
- >Planning and Scheduling with Primavera PM (P6)
- >Planning and Scheduling with Primavera Project Planner (P3)
- >Introduction to Project Risk Management with Primavera Pertmaster

Given that it is people who will make any project and any organisation change successful, the training and development of those people is a critical component of effective project and change management. People may need to become more commercially aware, operate more effectively across teams, improve their management skills, understand how to use new project management tools without being 'managed by' those tools, or become more customer focused.

Our training methods are leading edge and based on sound adult learning principles. We focus particularly on ensuring that learners feel confident taking responsibility for their own learning and personal development, and for transferring skills back into the workplace, using techniques such as Action Learning and facilitation.

- ▶ Public Open Courses
- ▶ On-Site Training
- ▶ Tailored Training
- ▶ Consultant Expertise
- ▶ Customised Course Materials
- ▶ Follow-up Support in the Workplace

PROJECT MANAGEMENT CERTIFICATIONS

BUILD YOUR ORGANISATIONAL KNOWLEDGE AND MOTIVATE YOUR PROJECT MANAGERS WITH SUPPORT FOR THEIR CONTINUING PROFESSIONAL DEVELOPMENT. INVEST IN QUALIFICATIONS IN THE INTERNATIONAL PROJECT MANAGEMENT STANDARD: THE PMBOK® GUIDE (PROJECT MANAGEMENT BOOK OF KNOWLEDGE) OF THE PMI®.

PRIMA CONSULTING IS A **PMI R.E.P PROVIDER #2838** (GLOBAL REGISTERED PROVIDER).

PrimaConsulting has developed career and skills development paths for experienced and new project managers.

PMI® CERTIFICATIONS |

- >Preparation for the PMP® Exam – 11 days/8 days/6 days/3 days
- >Preparation for the CAPM® Exam – 6 days /3 days
- >Preparation for the PgMP® Exam – 3 days
- >Preparation for the PMI-SP® Exam – 5 days
- >Preparation for the PMI-RMP® Exam – 5 days



TAKE YOUR PMI® QUALIFICATIONS WITH US

We have over 12 years experience of preparing project managers for the PMI qualifications and have an exceptional track record.

PMI® TRAINING PACKAGES INCLUDE :

- PMI® Training materials
- Support in completing the PMI® Exam Application Form
- PMI® Membership and Certification fees
- Access to a web-based assessment database of PMP® questionnaires on-line, a « login » and « password » are provided
- Documents given to candidates :
 - >Paper-based course materials, Booklet (guide) to help candidates to complete Membership and PMI Exam application forms, Questions, exercises, practice tests, mock exams