

# HSC Project Quickcheck (10 Minutes)

Brief initial assessment of schedule status, bottlenecks and steering capability. You will receive structured feedback and – if useful – a proposal for a Rapid Scan.

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## A) Basic data

Project name / area: \_\_\_\_\_ Location / section: \_\_\_\_\_  
 Project phase:  Planning  Execution  Commissioning  Handover  
 Key stakeholders (Client/GC/Design): \_\_\_\_\_ Contact – name/role: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Email: \_\_\_\_\_

## B) Current status

Schedule status  1  2  3  4  5 (1 = stable, 5 = critical)  
 Decision-making capability  1  2  3  4  5 (1 = stable, 5 = critical)  
 Interfaces (trades/partners)  1  2  3  4  5 (1 = stable, 5 = critical)  
 Material/logistics/availability  1  2  3  4  5 (1 = stable, 5 = critical)  
 Transparency/reporting  1  2  3  4  5 (1 = stable, 5 = critical)

## C) Top issues (multiple selection)

- Schedule exists, but execution runs differently
- Crane/access/unloading zone/installation windows are bottlenecks
- Too many open decisions / decisions take too long
- Too many meetings, too little impact
- Dependencies/interfaces unclear
- Changes/authorities/approvals block progress
- Subcontractor control difficult / commitments not reliable
- Quality/rework disrupts the flow
- Material arrives too late/too early/wrong (double handling, rework)

Other: \_\_\_\_\_

## D) Cadence & routines (yes/no)

Fixed weekly rhythm (plan-commit-review)?  Yes  No  
 Constraints captured and removed systematically?  Yes  No  
 Clear escalation levels (who decides what by when)?  Yes  No  
 Team board / huddle with binding logic?  Yes  No

## E) Schedule & risk questions

### Critical milestones (top 3)

Milestone	Date	Owner

Biggest bottleneck currently (one sentence): \_\_\_\_\_

Biggest risk in the next 4-6 weeks: \_\_\_\_\_

## F) Target state

What must be noticeably better in 6-8 weeks? (one sentence)