

The Harmonis - Satori Approach



Harmonis-Satori ensures the highest standards of quality and delivery by following a rigorous engagement methodology for each proposed consultancy. Our approach integrates seamlessly with many public sector RFI, RFP, TOR and work arrangement processes.

Process Step	Description / Roles	Outputs
1. Pre-Assess / Plan	Harmonis – Satori Relationship Manager(s) respond to request for services and determine human, technical and time requirements of the assignments.	<ul style="list-style-type: none"> Plan of Action (includes timelines, specific deliverables, etc.) Governance group charter (Steering Committee, PMO and/or other) Status / Reporting guidelines (Prince2, PMI, etc)
2. Resourcing	Harmonis – Satori Relationship Manager(s) review scope of work, skills / expertise needed, and geographical considerations in order to determine the best proposed person/team for the consultancy. Harmonis – Satori moves to secure and schedule consultants for the Mission.	<ul style="list-style-type: none"> Skilled, expert resources scheduled to work, as needed Resources onboarded and trained on the background of the specific organizational players and project / Mission context.
3. Design	Harmonis – Satori team members work closely with client personnel and National counterparts as needed to design the most appropriate solution for the given Mission requirements. Harmonis – Satori facilitates the review and approval of the solution design(s) by the designated governance group for the Mission.	<ul style="list-style-type: none"> Regular status reporting Signed off solution designs
4. Development	Harmonis – Satori formulate the approved solution designs and develop into project deliverables. Harmonis – Satori engage the appropriate client HQ / Country office experts and National counterparts as needed to develop the best-fit solution for the given Mission context, as well as facilitate approval by the designated governance group.	<ul style="list-style-type: none"> Regular status reporting Tested and signed off solution / deliverables
5. Deliver	Harmonis – Satori perform all tasks necessary to ensure appropriate delivery of solution and project results, such as: reports, implementation, launch, roll-out, communications, etc.	<ul style="list-style-type: none"> Regular status reporting Project deliverables including reports, implementation plan, communication plan, communications, etc. Implemented solution
6. Transition	Harmonis – Satori finalizes and packages relevant project deliverables from each phase of work both electronically and hardcopy, and officially transitions them to the UNDP team as well as developing knowledge management products, such as “best practices”.	<ul style="list-style-type: none"> Finalized project deliverables, best practice document (binder and electronic) Transition meeting