All potential projects will undergo a rigorous onboarding process as shown below before the project is approved. The DHA Team will work with the relevant health clusters and innovators to onboard these projects

## Requirements Gathering

- Identify user needs
- Prioritise needs
- Map As-is vs To-be workflow
- Define target outcomes and measurement time
- Gather implementation requirements
  - Systems integration
  - Workflow redesign

## Project Scope & Approach

- Map out project deliverables, timeline, go/no-go milestones
- Assign roles and responsibilities
- Document IP contributions and outcomes (if applicable)
- Align post-project obligations between parties (e.g., on-going maintenance and licensing, reference customer agreement)

## Budget & Contributions

- Determine manpower required, resource loading and availability
- Estimate operational and equipment project costing

## **Approval Process**

- Project evaluation and endorsement
- Project reviewed and approved