



Schedule Assurance Maturity Matrix

Schedule Assurance Level	Theme	Typical Overrun Exposure		Data Integrity	Change & Delay Management	Risk Control	Assurance Reporting
		Schedule	Cost				
5	Proactive Organization	-5-5%	-5-5%	Organization learns from schedule quality data over time. Insights inform policies, data standards, training, and are integrated into risk management (e.g., correlating poor quality to risk exposure), and scheduling practices are continuously improved. Schedule integrity is regarded as a company KPI.	Fully automated and integrated processes across portfolio and projects. Continuous improvement culture embedded.	An organization that learns from actualised risks & data to inform the settings & frequency of the risk analysis, and the standards for the planning process across all work. Variance is a core company KPI.	Actively pushed via AI. Insights and decisions are actively pushed to the right people at the right time, with supporting data and narrative. Decision-making is coordinated across roles using cloud and AI technologies to optimise delivery in real time.
4	Integrated Assurance	0-10% late	0-10% over budget	Advanced checks (beyond DCMA) performed on each update without manipulation, supporting other areas of schedule assurance, verified against a company standard, and visible at program and portfolio level.	Change & Delay Management is fully integrated with Risk Control and Assurance Reporting processes. Program and Portfolio-wide access is available. Detailed variance analysis possible for any schedule version, fully automated and standardized. Ability to link changes to delays, breakdowns by activity code, and third-party accountability.	AI is leveraged as a triangulation measure, Risk Control is fully integrated with Data Integrity, Change & Delay Management and Assurance Reporting processes, and learning is both productivity and variance-based.	Validated, tailored, on-demand. Executives and teams can self-create personal, tailored, unbiased reports, alongside the tailored automatic recurring reports, covering the whole portfolio.
3	Automated Assurance	10-30% late	10-40% over budget	Advanced checks (beyond DCMA) performed automatically on each schedule update. Results are verified against a project standard and made visible to all project members without manipulation. Audit logs capture all actions.	A comprehensive analysis is automatically triggered for every update and contractual/scope change, almost all of the analysis is automated, and all team members have access without manipulation. Audit logs capture all actions.	Periodic analysis performed each update cycle (e.g., monthly), and whenever significant change occurs (e.g., contract or scope change), using templated risk and uncertainty inputs that produces mitigation actions that are managed to completion. Analysis is almost entirely automated. Audit logs capture all actions.	Validated, tailored, automatic, recurring reports are produced for each executive and project lead. Reports cannot be manipulated with bias, and combine narrative with data and are consistent across cycles. Audit logs capture all actions.
2	Tick-Box Assurance	20-40% late	20-60% over budget	Basic checks (e.g., DCMA 14-point or similar) performed as a tick-box only. Actions to correct issues only taken when requested by project executives. Identifies initial issues but no ongoing assurance.	Checks are performed infrequently throughout the project, primarily for compliance rather than insight. Baseline slippage and version control are not well understood. Comprehensive analysis only occurs after claims or disputes arise. Approach is reactive and costly.	A "tick-box" analysis at the start of the project using templated risk and uncertainty inputs.	Generic recurring. Reports are shared on a regular rhythm (e.g., monthly or quarterly). Reports are generic across all roles and projects. Everyone receives the same information.
1	No Assurance	30-50% late	30-80% over budget	No schedule health checks are performed. Logic errors, missing dependencies, and unrealistic durations go unnoticed.	No checks are performed to identify what has changed since the previous update, or what caused delay. Litigation defence is largely impossible.	No QSRA process. Large jumps to milestone delivery dates are to be expected.	Generic & ad-hoc. Insights are produced upon request and shared via unstructured means (emails, chats, slide decks). There is no set reporting rhythm.