

Executive Dashboard KPI Framework

Define the few measures an executive dashboard is built around, so it drives a decision rather than displaying data.

Who it's for: PMO leads, programme directors and controls managers designing reporting.

When to use it: When setting up or rationalising programme reporting and dashboards.

Areas: Schedule conformance & forecast · Risk & change exposure · Decisions outstanding · Trend · not snapshot

Work down the list; a "No"/unchecked item is a question to resolve, with the finding recorded alongside.

- ☐ Schedule — SPI and forecast completion against baseline; longest-path status and critical-path health.
- ☐ Progress — planned vs actual % complete; earned vs planned; trend, not a single month.
- ☐ Milestones — status of contractual and stage-gate milestones; days early/late against commitment.
- ☐ Risk — top exposures by programme impact; movement since last period; mitigation status.
- ☐ Change — instructed vs anticipated change; time and cost impact; approval position.
- ☐ Claims & EOT — open entitlement positions; days claimed vs assessed; contemporaneous-record readiness.
- ☐ Contractor performance — schedule-quality conformance (e.g. DCMA/assurance score); recurring issues by contractor.
- ☐ Governance & actions — decisions required, owners and due dates; escalations outstanding.

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