

Partnership Management & Governance Framework

1. Partnership Profile

Item	Details
Partner Organization	
Partnership Type	
sScope	
Objectives	
Start Date	
Duration	
Partnership Owner	

2. Governance Contacts & Escalation Matrix

Role	Name	Email	Responsibility
Partnership Manager			Operational management
Focal Point			Primary contact & coordination
Working Team			Project execution

Escalation Matrix

Level	Escalate To	Response Time
Level 1	Focal Point	2 Business Days
Level 2	Partnership Manager	5 Business Days
Level 3	Executive Sponsor	10 Business Days

3. Action Plan

Initiative	Owner	Timeline	Status	Notes

3A. Roles & Responsibilities Matrix (RACI)

Activity	Executive Sponsor	Partnership Manager	Focal Point	Working Team
Approve Partnership Plan	A	R	C	I
Define Partnership Objectives	A	R	C	I
Execute Action Plan	I	A	R	R
Monitor Progress & KPIs	I	A	R	R
Risk & Issue Management	C	A	R	R
Change Requests & Approvals	A	R	C	I
Prepare Progress Reports	I	A	R	R
Conduct Review Meetings	C	A	R	R
Manage Partner Communication	I	C	A	R
Partnership Closure / Renewal	A	R	C	I

RACI Legend

R = Responsible

A = Accountable

C = Consulted

I = Informed

4. KPI Dashboard

- Initiative Completion Rate
- Milestone Achievement
- Partner Satisfaction
- Open Risks
- Open Decisions

5. Working Team

Organization	Name	Title	role	Contact info
Alfaisal University			Focal point	
Partner Organization			Focal point	

6.Approval

Organization	Representative	Title	Signature
Alfaisal University			
Partner Organization			