

2021

Corporate Membership



Welcome to Corporate Membership

Welcome to House of PMO

The House of PMO is a professional body for PMO professionals – where they can develop themselves, support the development of others and contribute to the development of the PMO profession



Corporate Membership Includes:

- Full membership for named individuals
- A licence to use the PMO Competency Framework
- Access to the online PMO Competency Framework
- Discounts on events and conferences



Getting Started for Individuals

1. Each named individual member will be contacted to set up their new account at www.houseofpmo.com/user-registration/
2. The new account will be upgraded to full membership, and they can access all the content straightaway.
3. New members can also sign up for both virtual and in-person events

Full Member Benefits

For Each Named Employee

- Access to all online content
- Access to all virtual events
- Access to all in-person events (excluding PMO Conference)
- Access to exclusive and corporate member only events
- Access to the PMO Competency Framework Self-Assessment
- Access to all previous PMO Conference recorded sessions
- Access to research and reports

Licence to Use the PMO Competency Framework

1. You will receive a watermarked PDF copy of the PMO Competency Framework.
2. You can use the content of the PMO Competency Framework in any of your own in-house assessment tools.
3. You can also use it with any Consulting Member at the House of PMO.

PMO Competency Framework

Your Licence

- Use the PMO Competency Framework within your own in-house assessment tools – soft copy of the Framework provided.
- Use the PMO Competency Framework in your third-party supplied assessment system (additional cost applies).
- The opportunity of using Comaea, our own self-assessment software for your named employees – grouped together and overseen by your managers (additional cost applies)
- Or individual employees can use Comaea independently.

Accessing the Online Tool

The House of PMO has an online PMO Competency self-assessment tool called Comaea.

Any of your named individual members can access the system or you can choose to have your own organisation set up within the system.

When you first set up for Corporate Membership you would have opted for either of these options.

You can contact us at support@houseofpmo.com for any help.

The screenshot displays the 'House of PMO' online tool interface. The top navigation bar includes 'Home', 'My Competency', and 'My Actions'. The left sidebar contains a 'Portfolio' menu with options like 'All sections', 'Competency profile', 'Gap analysis', and 'Actions', along with a 'Dashboard | Reports' section and a 'Start Page Text' checkbox.

The main content area features the 'HOUSE OF PMO' logo and a welcome message: 'Welcome to the PMO competency Framework, a guide for PMO Professionals interested in assessing and developing organization-wide, team, and personal competencies within a PMO environment.' Below this, there are instructions for getting started, including clicking on 'My Competency' and adding job profiles. A 'NOTE' mentions adding evidence in the comments box or uploading documents to the 'Document Archive'.

On the right side, there are four colored boxes labeled 'Select', 'Reflect', 'Assess', and 'Evidence', each with a brief description of the step. Below these is a section titled 'The PMO Competency Framework' with a small image of a book and text explaining that the book is available for purchase through Amazon and TSO.

The bottom part of the screenshot shows a detailed competency assessment table for 'Lindsay Scott'. The table has columns for 'GUIDE', 'SELF-ASSESSMENT LEVEL', 'JOB LEVEL REQUIREMENT', 'EVIDENCE', 'UPDATED', and 'APPROVED'. The rows are categorized into 'Core Competencies', 'Choose at least two from the following competencies', 'Knowledge', and 'Skills'. Each row shows a red circle with a white '0' in the 'SELF-ASSESSMENT LEVEL' column, indicating that no assessment has been completed for these items.

	GUIDE	SELF-ASSESSMENT LEVEL	JOB LEVEL REQUIREMENT	EVIDENCE	UPDATED	APPROVED
Core Competencies						
PMO-01 P3M Administration [PROJECT]	0	0	1		26 May 2021	
PMO-03 P3M Delivery Support [PROJECT]	0	0	1			
Choose at least two from the following competencies						
PMO-06 Change Control [PROJECT]	0	0	1			
PMO-08 Financial Management [PROJECT]	0	0	1			
PMO-09 Information Management [PROJECT]	0	0	1			
PMO-10 Issue Management [PROJECT]	0	0	1			
PMO-14 Reporting, Insights and Analysis [PROJECT]	0	0	1			
PMO-16 Risk Management [PROJECT]	0	0	1			
Knowledge						
Applications and tools of the organization...	0	0	1			
Engage	0	0	1			
Follow	0	0	1			
Interview	0	0	1			
Skills						
Balancing Competing Needs and Interests	0	0	1			
Boundaries of authority and responsibilities	0	0	1			
Communicate and Present	0	0	1			
Corporate language and communication, culture...	0	0	1			
Customer Service	0	0	1			
Learn	0	0	1			
Monitor	0	0	1			
Network	0	0	1			
Prioritise	0	0	1			

Individual Access to Comaea

We will contact each of your individual named members and start the process for adding them to the Comaea system.

They will be asked to agree to the terms of use.

They will then receive their login details to the system.

We also provide guidance on how to carry out the assessment once they are ready to start.



by the profession for the profession

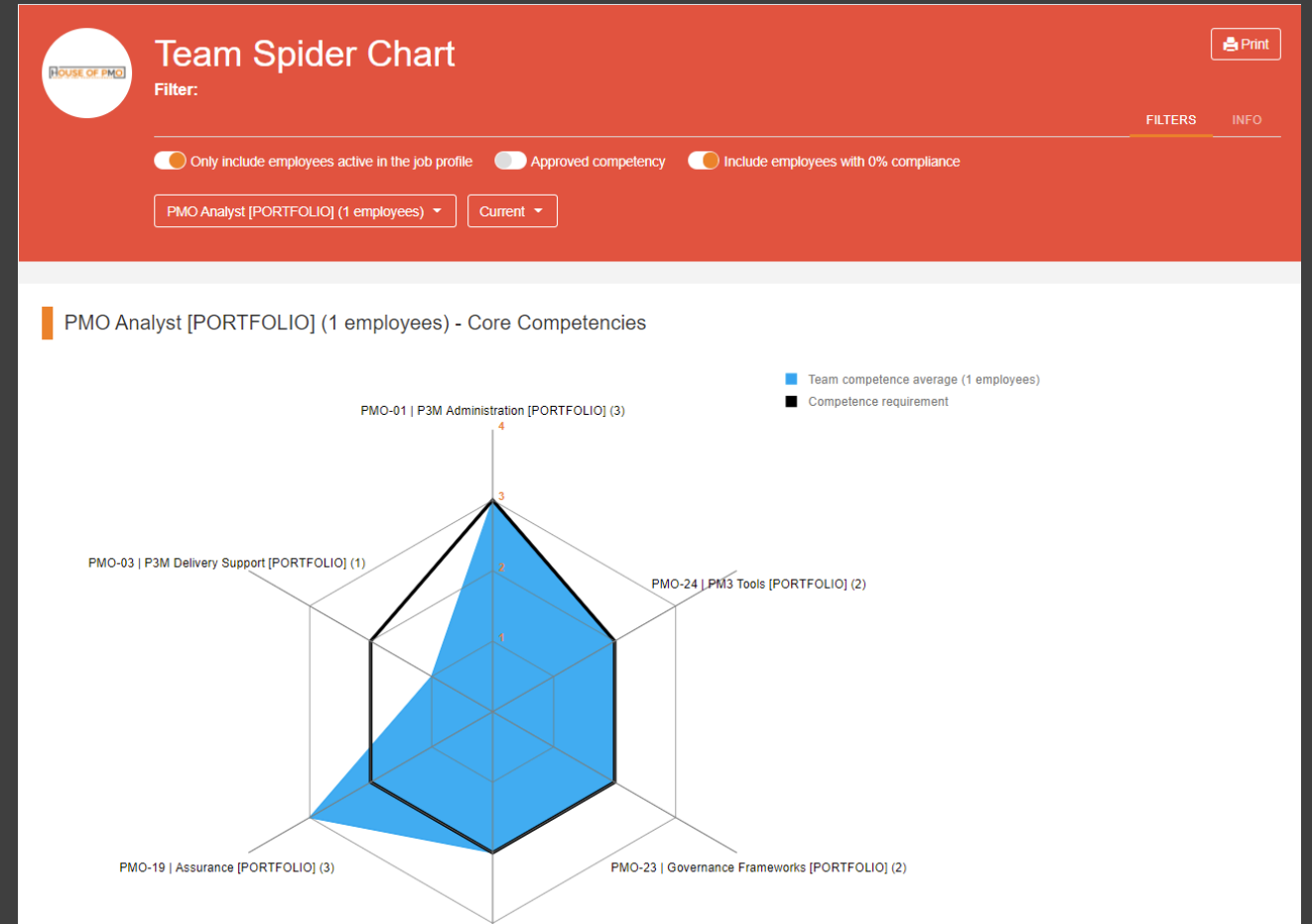


Corporate Access to Comaea

To set up organisation access to the Comaea tool we need more details from you such as the hierarchy of the team and the manager's details.

Once we receive those we will then contact each one of the individual named members and start the process for adding them to the Comaea system.

We also provide guidance on how to carry out the assessment once they are ready to start.

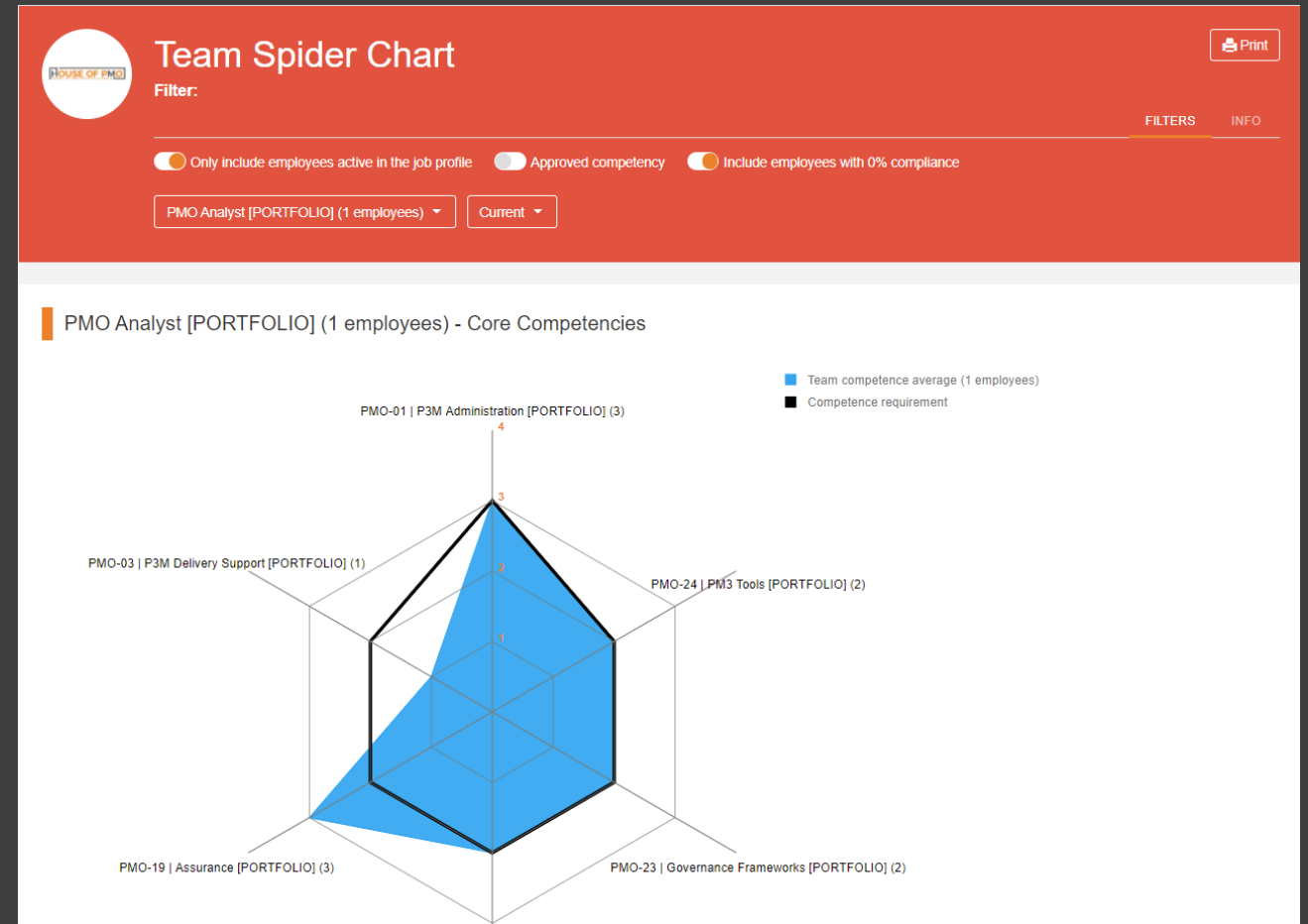


Manager Access to Comaea

Managers of teams will also be given access to the Comaea system, and they will be able to:

1. Carry out their own self-assessment (if appropriate)
2. Review all the self-assessments their team has completed.
3. Run several different reports on those assessments.

A user guide is made available for manager level access.



Corporate Member Terms and Conditions

Please visit:

<https://houseofpmo.com/terms>

Navigate to Membership Terms

For any further assistance with your membership, please contact:

support@houseofpmo.com

Membership Terms

Individual Membership

Corporate Membership

Consultant Membership

Use of Comaea

These terms set out the basis on which **House of PMO Limited**, registered in England and Wales with company number 6528871, with its registered office at Penhurst House, 352 – 356 Battersea Park Road, London SW11 3BY and whose VAT registration number is GB 124 1551 51 offer Corporate membership to you.

Words used in these Terms

In these Terms, when we say:

- you or your, we mean you, the customer who has a membership.
- we, us or our, we mean the House of PMO Limited from whom you have procured the membership(s).
- Privacy Policy, we mean our [privacy policy](#).
- Terms, we mean these terms and conditions; and
- Website, we mean the website <https://www.houseofpmo.com>.

General and Payments:

- Payment of the annual subscription is taken as confirmation of the acceptance of these terms.
- Corporate membership is detailed on <https://houseofpmo.com/corporate-membership/>
- House of PMO Limited reserves the right to refuse any application for corporate membership and may unilaterally withdraw an individual corporate membership.
- Payment of the annual subscription entitles the corporate member any entitlements associated with that status and as published by the House of PMO Limited from time to time for one calendar year.
- If a corporate member decides to end its membership during the year no refund will be made for the remaining annual period.
- House of PMO Limited may lapse any applicable access and entitlements to a Corporate member if subscription renewals are not paid within a 14 day period of the agreed settlement terms.