

Appendices

Stage number	Stage name	Product(s)	Estimated time required	Involved parties	Cost	Stage cost
1	Start-up	Project proposal, including business case.	2-3 days	Project manager (PM), wider team to be consulted	PM x 3 days = £480	£480
2	Review point	Decision made on whether or not to undertake the introduction of the equipment.	1-2 days	PM, wider team to be consulted	PM x 2 days = £320	£320
3	Initiation	Project design, including risk management strategy.	3-4 days.	PM, team member nominated to monitor project risks (likely a Senior Geoarchaeological Officer [SGO]).	PM x 4 days = £640, SGO x 1 day = £135	£775
4	Review point	Decision made on brand of power auger to introduce and how to train staff in its use.	1-2 days.	PM, senior members of wider team to be consulted.	PM x 2 days = £320, Environmental Consultant x 1 day = £135	£455

5	Execution	Selecting power auger brand. Staff training. Risk Assessment Mitigation Strategy.	Staff training to take place over the course of one day. Rest of time 2-3 days.	PM and senior team to organise training, all staff to receive training.	PM x 3 days = £480, Environmental Consultant x 1 day = £145, SGO x 1 day = £135, Geoarchaeological Specialist x 1 day = £125, Geoarchaeology Technician x 1 day = £110	£995
6	Review point	Feedback from staff on equipment and training.	1-2 days.	All team members.	PM x 2 days = £320, Environmental Consultant x 2 days = £290, SGO x 2 days = £270, Geoarchaeological Specialist x 2 days = £250, Geoarchaeology Technician x 2 days = £220	£1,350
7	Project closure	Purchase and rollout of equipment for use on site.	3-4 days.	PM, with input from all team members if required.	PM x 4 days = £640,	£640
						£5,015

Appendix One. A table planning the stages, products, and costs of the introduction of the piece of equipment.

Objective number	Objective description
1	To appropriately train all staff members in handling and using the power auger safely and correctly
2	To integrate the equipment where appropriate into geoarchaeological fieldwork
3	To drive profits for the company
4	To contribute to future geoarchaeological research

Appendix Two. A table showing the objectives of the project.

Figures

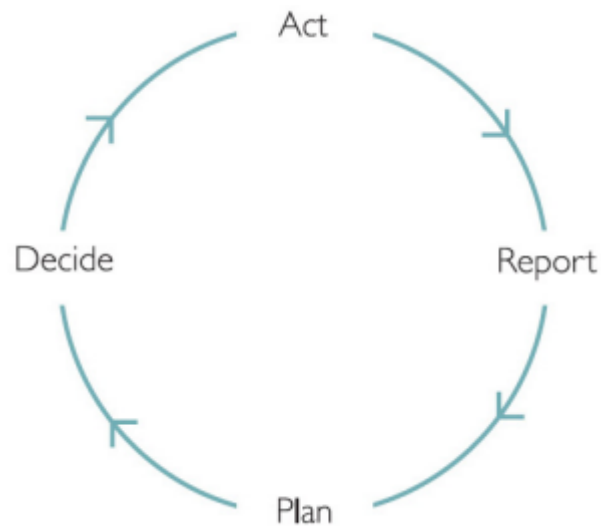


Figure One. The cycle of continuous review according to Historic England (2015b, 20)