

PROJECT EXECUTION PLAN (PEP)

STRAVIK Construction Group · Controlled Document

Document No.	Revision	Effective Date	Document Owner	Status
STV-OPS-PLN-001	00 (Initial Issue)	2026-10-24	[VICE PRESIDENT / OPERATIONS]	Issued for review / pending approval

Management system alignment: This document is aligned with ISO 9001:2015, ISO 14001:2015 and ISO 45001:2018 requirements as applicable. STRAVIK Construction Group does not claim third-party certification to these standards. Florida Certified General Contractor License No. [FL LICENSE NO.].

REVISION HISTORY

Rev.	Date	Description of Change	Prepared By	Approved By
00	2026-10-24	Initial issue for STRAVIK Construction Group	[PREPARED BY]	Michael Gaya, President

1. PURPOSE

To define the overall management, control, and execution strategy for the successful delivery of construction projects under STRAVIK Construction Group This plan provides a coordinated framework for project governance, resource allocation, communication, safety, quality, and environmental performance throughout the project lifecycle.

2. SCOPE

This plan applies to all STRAVIK Construction Group projects, covering:

- Project initiation, planning, execution, monitoring, and closeout phases.
- Coordination of multidisciplinary construction activities (civil, structural, MEP, architectural).
- Integration with the corporate Quality, Safety, and Environmental Management Systems (ISO 9001 / 45001 / 14001).

3. PROJECT INFORMATION

Project Title

Client / Owner

Consultant / Engineer

Project Manager

Contract No.

Start Date / Completion Date

Project Title

Contract Value

Project Location

Project Duration

4. RESPONSIBILITIES

Role Responsibility

Provides executive oversight and ensures alignment with corporate Project Director policies and strategic goals.

Leads all aspects of project delivery, including safety, schedule, Project Manager budget, and client communication.

Construction Directs field execution, logistics, and coordination among Manager subcontractors and trades.

Implements the Project Quality Plan and oversees inspections, ITPs, QA/QC Manager and test records.

Ensures compliance with HSE requirements, manages risk HSE Manager assessments, and incident prevention.

Develops and maintains the baseline schedule and monitors progress Planning Engineer using earned value methods.

Procurement Manages material sourcing, subcontracts, and vendor compliance. Manager

Document Maintains all project records, transmittals, and controlled Controller documentation.

5. PROJECT OBJECTIVES

- Achieve Zero Incidents through proactive safety management.
- Deliver project on time, within budget, and per contract specifications.
- Maintain quality compliance with ISO 9001 and client technical standards.
- Ensure environmental protection and sustainability in all operations.
- Promote positive stakeholder and community relations.

6. EXECUTION STRATEGY

Discipline / Function Strategy Overview

Construction Define logical work breakdown structure (WBS) and activity Sequencing sequencing per CPM schedule.

Centralized purchasing using approved vendor list (AVL) and Procurement long-lead item tracking.

Subcontractor Prequalification, scope definition, and performance evaluation Management per STV-QMS-PRO-011.

Implementation of PQP, ITPs, material inspections, and test Quality Management records per STV-QMS-MAN-001.

Site-specific safety plans, toolbox talks, incident reporting, and HSE Management risk assessments per STV-HSE-MAN-001.

Environmental Compliance with EMP and local environmental permits. Management

Design Coordination RFI, shop drawing, and design change control procedure.
Budget baseline tracking, monthly cost reports, and variance Cost Control analysis.
Primavera P6 baseline, progress updates, and 3-week lookahead Scheduling planning.
Communication Weekly progress meetings, minutes, and transmittal logs.

7. RISK MANAGEMENT

- Identify, assess, and mitigate project risks through a Risk Register.
- Assign ownership and response strategies (avoid, mitigate, transfer, accept).
- Conduct periodic risk review meetings during execution.

8. RESOURCE PLANNING

Resource Type Description
Trade-wise workforce planning, mobilization schedule, and productivity Manpower tracking.
Equipment List of major construction plant and equipment, maintenance records.
Materials Procurement log for bulk and long-lead materials.
Subcontractors Approved list, contract scope, and performance status.

9. PROJECT CONTROLS

- Scheduling: Primavera P6 baseline, progress S-curves, recovery plans.
- Cost Management: Monthly cost report, earned value analysis, forecast-to-complete.
- Change Management: Variations logged and tracked per contract procedure.
- Reporting: Daily Reports, Weekly Progress Reports, Monthly Executive Reports.

10. COMMUNICATION & COORDINATION

- Weekly progress meetings with client, consultant, and key subcontractors.
- Daily coordination meetings with foremen and supervisors.
- All correspondence managed through the Document Control System (DCR / RFI / Submittal Logs).

11. PROJECT CLOSEOUT & HANDOVER

- Completion of Punch List and As-Built Documentation.
- Submission of Turnover / Handover Dossiers (STV-QMS-REG-012).
- Final QA/QC approval and Substantial Completion Certificate.
- Archival of all project records per the Records Retention Policy.

APPROVAL

Role	Name	Title	Signature	Date
Prepared By	[PREPARED BY]	[TITLE]		
Reviewed By	[QUALITY / HSE MANAGER]	[TITLE]		
Approved By	Michael Gaya	President		

This document is reviewed at least annually, or upon significant organizational, legal or operational change, and re-issued under document control per STV-GOV-POL-011.