**STAKEHOLDER REGISTER**

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| --- | --- |
| **Project Name:** | Construction of Sunrise Corporate Office – 5 Floors |
| **Project Manager:** | Ahmed Khalil, PMP |
| **Customer:** | Sunrise Technologies Ltd. |
| **Date Prepared:** | August 11, 2025 |
| **Document Version:** | 1.0 |
| **Template Type:** | Construction Project Stakeholder Management |

# Project Context

This Stakeholder Register captures comprehensive information for all identified stakeholders in the Sunrise Corporate Office Building construction project. The register supports the $8 million, 18-month construction initiative involving multiple contractors, regulatory bodies, and organizational stakeholders.

# Stakeholder Register

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Stakeholder Name** | **Organization/Role** | **Contact Info** | **Project Role** | **Power Level** | **Interest Level** | **Influence** | **Expectations** | **Communication Preference** | **Notes** |
| Eng. Sara Ali | VP Facilities, Sunrise Technologies | sara.ali@sunrise.com | Project Sponsor | High | High | High | On-time, on-budget delivery | Weekly meetings + Email | Final decision authority |
| Ahmed Khalil | Project Manager, Sunrise | ahmed.khalil@sunrise.com | Project Manager | High | High | High | Successful project delivery | Daily coordination | PMP certified, 15+ years exp |
| Dr. Mahmoud El-Sayed | PMO Director, Sunrise | mahmoud.elsayed@sunrise.com | PMO Oversight | High | Medium | High | Compliance with PMO standards | Bi-weekly reports | Portfolio oversight role |
| Eng. Tarek Hassan | Construction Manager, EBC | tarek.hassan@ebc-const.com | Main Contractor Lead | High | High | High | Profitable execution | Daily meetings | 20+ years construction exp |
| Arch. Dina Farouk | Lead Architect, EBC | dina.farouk@ebc-const.com | Design Coordinator | Medium | High | Medium | Design integrity maintained | Weekly design reviews | Award-winning architect |
| Eng. Omar Mostafa | MEP Manager, MEPro Ltd | omar.mostafa@mepro.com | MEP Contractor | Medium | High | Medium | Timely MEP installation | Bi-weekly coordination | MEP specialist contractor |
| Insp. Karim Abdel-Rahman | Cairo Municipality | karim.abdel@cairo.gov.eg | Building Inspector | High | Medium | High | Code compliance | Inspection schedules | Final approval authority |
| Ms. Noha Ibrahim | Safety Manager, EBC | noha.ibrahim@ebc-const.com | Health & Safety Lead | Medium | High | Medium | Zero incidents | Weekly safety reports | Certified safety professional |
| Mr. Youssef Nabil | Quality Manager, Sunrise | youssef.nabil@sunrise.com | Quality Assurance | Medium | High | Medium | Quality standards met | Quality audits | ISO certified QA manager |
| Ms. Mona El-Sharif | Finance Manager, Sunrise | mona.elsharif@sunrise.com | Financial Oversight | Medium | Medium | Medium | Budget compliance | Monthly financial reports | Budget approval authority |
| Eng. Hossam Reda | Site Engineer, EBC | hossam.reda@ebc-const.com | Site Operations | Medium | High | Medium | Smooth site operations | Daily site reports | On-site coordination |
| Ms. Aya Mahmoud | HR Director, Sunrise | aya.mahmoud@sunrise.com | Employee Representative | Low | High | Low | Minimal disruption to staff | Monthly updates | Represents 500+ employees |
| Mr. Ali Farid | Community Representative | ali.farid@community.org | Local Community | Low | Medium | Low | Minimal community impact | Quarterly meetings | Neighborhood liaison |
| Dr. Laila Hosny | Environmental Consultant | laila.hosny@enviro-consult.com | Environmental Compliance | Medium | Medium | Medium | Environmental standards | Monthly reports | LEED consultant |
| Mr. Khaled Zaki | Security Manager, Sunrise | khaled.zaki@sunrise.com | Site Security | Low | Medium | Low | Secure construction site | Weekly reports | 24/7 security oversight |

# Stakeholder Classification Summary

Total Stakeholders Identified: 15

High Power Stakeholders: 4 (27%)

High Interest Stakeholders: 10 (67%)

Critical Stakeholders (High Power & Interest): 4

# Key Stakeholder Groups

1. Internal Leadership: Sponsor, PM, PMO Director

2. Construction Team: Main contractor, MEP contractor, architects

3. Regulatory Bodies: Cairo Municipality, Environmental Authority

4. Support Functions: Quality, Safety, Finance, HR

5. External Parties: Community representatives, consultants

# Engagement Priorities

Tier 1 (Daily Engagement): Project Manager, Construction Manager, Site Engineer

Tier 2 (Weekly Engagement): Project Sponsor, Architects, Safety Manager

Tier 3 (Bi-weekly/Monthly): PMO, MEP Contractor, Inspectors, Quality Manager

Tier 4 (Quarterly): Community Representatives, Support Functions

# Register Maintenance

• Initial creation: August 12, 2025

• Review frequency: Monthly during construction, Quarterly during design

• Last updated: August 12, 2025

• Next review: September 15, 2025

• Maintained by: Ahmed Khalil, Project Manager

• Approval required for changes: Project Sponsor (new stakeholders with High power)

*Sunrise Corporate Office Building Construction - Comprehensive Stakeholder Register*