

6.2 Functions and Responsibilities of a Project Manager

The project manager is responsible for the following key roles during implementation:

- **Planning:** looking ahead to implementation and determining the elements of the project; for each element, scheduling durations, resources, costs, etc. (see subsection 3.2: [Planning the Project](#));
- **Organizing:** selecting the project team and determining the team's responsibilities;
- **Managing:** coordinating activities of the project team, contractors, consultants, clients, and/or financing agency(ies);
- **Supervising:** implementing control techniques for design reviews, construction checks, milestone assessments, progress meetings, and reports, both informal and formal; and
- **Financial controlling:** administering financial aspects such as invoice approvals, progress certificates, payment of accounts, etc.



The project manager is ultimately responsible for implementing and completing the project on time, within budget and in accordance with technical requirements.



The project manager must be fully familiar with the ADB Anticorruption Policy as set out in [Anticorruption and ADB's Integrity Principles and Guidelines](#)

At all times the project manager must ensure that ADB's Anticorruption Policy and *Integrity Principles and Guidelines* are fully adhered to by all personnel involved in the project, including the project team, EA staff, contractors, and consultants.