

## **ABSTRACT**

*The management of the amount of availability and the number of access point requirements in each area of PT. XYZ has not been done in real time so that data regarding the needs and availability of access points is not reliable. Data inaccuracies and the uncertainty of the data reported can make information biased so that it can lead to mismanagement in meeting the access point needs of each area of PT. XYZ. Therefore, PT. XYZ plans to build a website-based information system namely Access Point Information System (APIS) which functions to manage and be able to know the status of access points in each area of PT. XYZ. To build an APIS information system that is in line with the company's goals, good and mature project planning is needed called the project management master plan. The design of the master plan discusses all the knowledge of the project area, namely Scope, Time, Cost, Quality, Stakeholders, Communication, Resource, Risk, Procurement and Project integration management plan. The design process is called developing project management plan with output in the form of activity list documents, assumption logs, cost estimates, duration estimates, milestone lists, communications projects, project schedules, project network diagrams, project scope statements, quality checklists, quality metrics, resource requirements, risk register, stakeholder register and charter project that is used as a company guide in the construction of APIS projects.*

*Key Word: Developing Project Management Plan, Access Point Information System*