



May 2026

## GPD-PN 04/26

# Publishing senior responsible owner appointment letters for Departmental Major Projects

Dear Accounting Officers, Chief Project Delivery Officers and Heads of Profession

## Issue

This policy note sets out the requirements for publishing senior responsible owner (SRO) appointment letters for Departmental Major Projects (DMPs).

Ministers have agreed that SROs for Departmental Major Projects should remain personally accountable to Parliament, reflecting the status, scale and public interest of these programmes and projects.

As a result, the [Departmental evidence and response to select committees guidance](#) (the Osmotherly Rules) applies equally to DMP SROs. This includes the requirement for all DMP SRO appointment letters issued from 1 April 2026 onwards to be published on GOV.UK.

This places the publishing of DMP SRO appointment letters on a consistent footing with the process already in place for the Government Major Projects Portfolio, while recognising that appointment routes and supporting arrangements differ.

This policy note should be read alongside [GPD-PN 01/26: Appointing senior responsible owners in government](#), which sets out the overall framework for SRO roles, appointment routes and accountability arrangements.

## Action

Departments and arm's length bodies in scope of the Government Functional Standard for Project Delivery shall:

- publish SRO appointment letters for Departmental Major Projects issued from 1 April 2026 onward on GOV.UK
- review and update existing GOV.UK content to reflect the inclusion of Departmental Major Project SRO letters
- ensure appointment letter templates, governance processes and publishing arrangements reflect the requirements set out in this policy note and GPD-PN 01/26
- apply the agreed naming convention for SRO appointment letters to clearly distinguish between GMPP and DMP projects

These actions take effect immediately.

## Context

Recent government reforms have introduced a clearer tiering of programmes and projects, including a distinction between:

- projects on the Government Major Projects Portfolio (GMPP)
- Departmental Major Projects (DMPs), defined through HM Treasury's Treasury approvals process
- other programmes and projects

GPD-PN 01/26 communicates that both GMPP SROs and DMP SROs are personally accountable to Parliament, with accountability formalised through a published appointment letter

This policy note clarifies how that accountability for DMP SROs is formalised, through a published letter, in practice.

## Publishing requirements

For Departmental Major Projects:

- SRO appointment letters must be published on GOV.UK
- the requirement applies to letters issued from 1 April 2026 onward
- letters should be published as soon as reasonably practicable following appointment
- departments are responsible for the accuracy, timeliness and maintenance of published content

This places DMP SRO appointment letters on a consistent footing with those for the Government Major Projects Portfolio, while recognising that appointment routes and supporting arrangements differ.

## GOV.UK page updates

To enable the publication of Departmental Major Project SRO appointment letters, some minor updates will be required to departmentally owned GOV.UK pages where SRO appointment letters are published.

In particular, departments must ensure that GOV.UK pages:

- make clear that they include appointment letters for both Government Major Projects Portfolio (GMPP) projects and Departmental Major Projects (DMPs); and
- accurately describe the parliamentary accountability arrangements that apply to senior responsible owners of both project types.

These changes are expected to be minor and presentational, focused on page titles and introductory text.

Departments are required to make these updates to ensure clarity, consistency and transparency for Parliament and the public.

Suggested standard wording for these GOV.UK changes is provided in Annex A, which departments should copy and apply as appropriate.

## Relationship with existing policy, standard and guidance

This policy note does not change:

- the definition of the SRO role
- the process for publishing GMPP SRO letters
- the appointment routes or authorities for SROs
- accreditation or training expectations

These remain as set out in:

- [GPD-PN 01/26: Appointing senior responsible owners in government](#)
- [Government Functional Standard for Project Delivery](#)
- [Managing Public Money](#)
- [HM Treasury's Treasury approvals process](#)
- [Departmental evidence and response to select committees: guidance](#) (the Osmotherly Rules)

## **Support and further information**

Departments should update their GOV.UK pages in line with this policy and begin publishing DMP SRO appointment letters with immediate effect.

For advice on this policy or its implementation, contact your NISTA Project Delivery Advisor.

Further information on SRO roles and responsibilities is available at [projectdelivery.gov.uk](https://projectdelivery.gov.uk).

I trust that you will disseminate this information to your project delivery teams and stakeholders, including your counterparts in arm's length bodies, and ensure that this policy is embedded within your organisation's practices.

A handwritten signature in black ink, appearing to read 'Karina Singh', with a stylized flourish at the end.

### **Karina Singh**

Government Head of Profession for Project Delivery

Deputy Government Head of Function for Project Delivery

# Annex A: GOV.UK content template for publishing SRO appointment letters

This annex provides standard wording for departments to use when updating or creating GOV.UK content to publish senior responsible owner (SRO) appointment letters for major programmes and projects.

The template in this annex is provided to support consistent implementation across departments. Departments may tailor page structure where needed but should not materially alter the meaning or intent of the text, particularly in relation to parliamentary accountability and publication requirements.

## Template: GOV.UK publication page – departmental SRO appointment letters

For use on department owned senior responsible owner appointment letter templates.

### Page title

[ Department name ] major projects: appointment letters for Senior Responsible Owners

### Introductory text

Placed directly below the page title

[ Department name ] appointment letters for Government Major Projects Portfolio (GMPP) and Departmental Major Project (DMP) Senior Responsible Owners (SROs).

### Short explanatory text

A short explanation placed above the list of letters

Appointment letters are published in line with government requirements for transparency and accountability.

Where a programme or project is a Government Major Project or a Departmental Major Project, the senior responsible owner is personally accountable to Parliament, and this accountability is formalised through a published appointment letter.

Guidance on the appointment and accountability of senior responsible owners is set out in [GPD-PN 01/26: Appointing senior responsible owners in government](#), published by [Government Project Delivery](#).

# File naming convention for uploaded letters

Departments should use the following standard naming convention when publishing SRO appointment letters on GOV.UK:

SRO Appointment Letter – [Project name] – [GMPP or DMP] – [Department] – [Month Year]

## Example page



Home > Government > Government efficiency, transparency and accountability > Major project management

Transparency data

### [Department name] major projects: appointment letters for Senior Responsible Owners

[Department name] appointment letters for Government Major Projects Portfolio (GMPP) and Departmental Major Project (DMP) Senior Responsible Owners (SROs).

From: [Department]

Published 1 April 2015

Last updated 11 December 2025 — [See all updates](#)

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#### Documents



#### [SRO Appointment Letter – \[Project name\] – \[GMPP or DMP\] – \[Department\] – \[Month Year\]](#)

PDF, 000 KB, 0 pages

This file may not be suitable for users of assistive technology.

[▶ Request an accessible format](#)

#### Related content

Collection

[Government Major Projects Portfolio: Senior Responsible Owners](#)