



NEW WORLD. NEW SOLUTIONS.

BASIC CHECK-LIST FOR SMART-SIZING

REAL-LIFE QUESTIONS TO START WITH

Step 1 - Assess & challenge: Do you have...

- ... questions to the CEO, assessing the real drivers for change?
- ... a list of realistic outcomes of the Re-org, agreed with CEO and CFO?
- ... a well-defined list of roles and responsibilities during the Re-org?

Step 2 - Plan & decide: Did you prepare...

- ... A Gantt-based communication and learning plan?
- ... an agreed check-list to measure progress and milestones?
- ... a collaborative software which enables all change agents to stay in the loop?

Step 3 - Act & transform: Will you...

- ... be able to validate each significant achievement done by core team?
- ... be able to control communication thanks to an agreed roll-out plan?
- ... monitor and manage Stakeholders according to your calendar?

Step 4 - Consolidate & sustain: Can you...

- ... finalize a check-list for key handovers to HR and management?
- ... ensure that new documentation will be fully accessible after the Re-org?
- ... connect the application of new processes to the performance systems?

SELF SCORING TABLE

<i>0-6 times YES</i>	<i>7-9 times YES</i>	<i>10-12 times YES</i>
<i>You may want to call somebody</i>	<i>You're fine, and your Re-org can work</i>	<i>You're a Smart-sizer, join our Team !</i>