



Risk Analysis Checklist

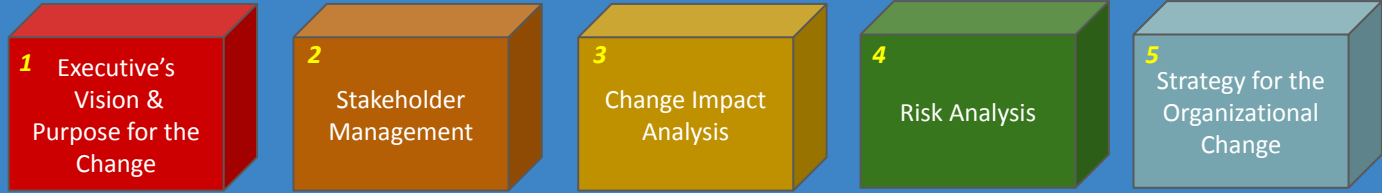
Soundstep Consulting Services' Organizational Change Management Framework (OCMF-13) for Major Transformation Programs

Simplicity and Clarity

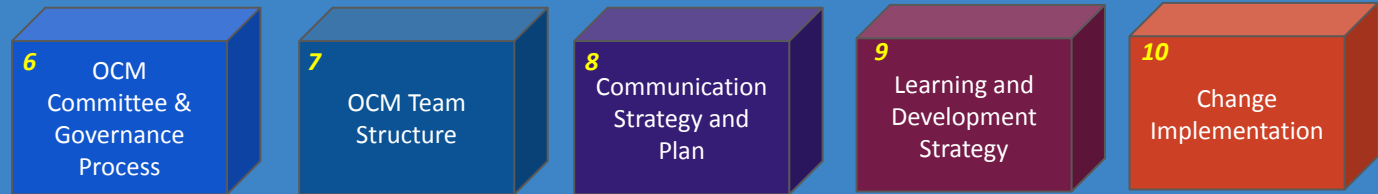


The 13 Components of the SoundStep Consulting Services' Organizational Change Management Framework (OCMF-13)

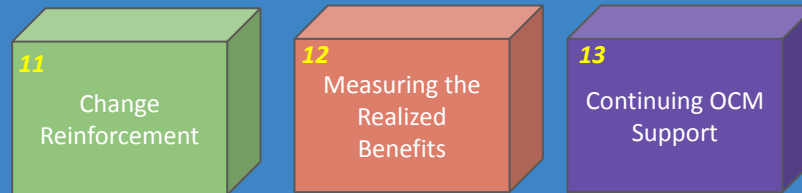
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Risk Analysis Checklist

1. Has Risk Assessment and Analysis Study been conducted for the Program?
2. Does the Study include the identification of each of the following risks?
 - a. Company-wide Risks that may impact the OCM implementation or the Program Implementation (e.g. Strategic Risks, Organization Risks, Operational Risks, Regulatory & Legal Risks, Competing Transformation Programs, Financial Risks)
 - b. Risks Associated with the Program (e.g. Governance & Management, Methodology & Execution, New Solutions and Technologies, Resources Planning & Allocation, Teams, Expertise & Capabilities, Geographic Location, Third Parties & Suppliers Risks, Funding & Financial Management)
 - c. Business Interruption Risks (e.g. Operating Model Risks, Negative impact of the Program on Ongoing Business Operations, Failure to Meet Volume Growth, Scalability, and Sustainability Requirements, Poor Adaptability to Business Changes)
3. Does the Study include a rating as to the level impact and probability of occurrence for each risk?
4. Does the Study include Risk Mitigation Strategies for each risk?
5. Does the Study include recommendations for Risk Monitoring, Risk Escalation, Risk Resolution, and Reporting?
6. Does the Study include decision-making Stakeholders and what specific Risk(s) they have the authority to give a “Go/No Go” decision on the OCM activities and on the Program?
7. Does the Study include an agreement among Stakeholders as to the acceptable level of Risk beyond which the OCM activity or the Program will be stopped until the risk(s) is/are mitigated?
8. Does the Study include a timeline for when the risk monitoring activities will commence and end?
9. Has the timeline been synchronized with the Program implementation timeline?
10. Does the Study include formally conducting Risk Reviews and Sign-offs from all impacted Stakeholders?



Simplicity and Clarity



Thank You!

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