

Day One – essential to get this right!

- **Use Day 1 strategically to drive progress in selected areas**
 - Opening moves cast long shadows (externally and internally)
 - Platform for “early wins” to build momentum
- **Set realistic expectations and definition of Day 1**
 - Must get critical on-boarding, governance issues right
 - More of a symbolic event than an operational event
 - Set realistic scope of Day 1 actions based on realities / constraints
 - May include actions within up to 5 business days post-Day 1
 - Day 1 is much more of a “starting line” than a “finish line”
- **Without clear direction, Day 1 can “freeze” an organization**
 - “Can I still decide that?”
 - “Who has to approve this now?”
 - “Who do I need to involve in this business issue?”
 - Effective communication to all stakeholder groups is essential

Limit “Day One” changes to essentials...

Reporting & Decision Authorities

- Bank accounts & signers
- Purchase authorities
- Coordination of decisions

Operational Processes

- Essential workflow changes
- Interim consolidated financial reporting
- Enterprise security, access & identity management

Administrative Policies

- Email, calendaring, directory
- Time & payroll
- Harmonize essential HR policies as necessary

Customers & Suppliers

- Invoicing & payment
- Client account ownership
- Contract terms, credit approvals

Communications

- All internal and external stakeholder groups
- How to / Who to...
- Impact to me...

...but communicate and implement flawlessly