

## Change Risk Assessment

Change Risk Assessment	Yes	No	Don't know
<b>We have a clear outcome and a path to get there</b>			
There is a compelling reason to pursue our project —the organization will experience significant problems or missed opportunities if the change is not made			
There is a clear, easily understood picture of what the desired future state will look like			
The various groups and individuals involved share the same understanding of the desired future state			
The specific approach we have chosen to achieve our goals is clear, complete and reliable			
The specific approach we have chosen to achieve our goals is the best available way to achieve our goals			
The goals of our project can be accomplished without major shifts in the organization's culture			
<b>We have the capacity we need to deliver success on this project</b>			
The changes can be successfully accomplished without major disruption to the individuals affected			
We have enough people with the right skills deployed to implement the changes successfully			
The financial resources and other tangible assets needed to implement the changes successfully are available			
People affected by this project can adapt to this change, given all their other commitments: they have the mental, physical, and emotional resources needed to adjust			
People affected by the change have (or will know how to acquire) the skills, abilities, tools, and resources needed to do their part.			
<b>We have the momentum and engagement we need</b>			
In defining the desired goals of this change, the input of all the appropriate groups and individuals has been considered			
Leaders at all appropriate levels support the intent of the change			
The importance of this change has been clearly communicated to leaders at appropriate levels of the organization.			
We have created sufficient sense of urgency across organization to execute the changes			
We have engaged successfully with all levels of our organization for everyone concerned to understand the changes			
Key external parties share a stake in our success on this project			
<b>We are supported by effective change leadership</b>			

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Our leadership has the change capabilities required to implement the changes			
We have a solid change management team in place to implement the changes			
Change roles are clearly defined across our organization			
The appropriate individuals, structures and decision making processes will be in place to make sound decisions related to the project and the changes			
Senior-level leaders display strong support for the change			
Local-level leaders and managers display strong support for the change			
<b>We can execute our plan effectively</b>			
The execution plan for this project accurately reflects the tasks, resources, and constraints needed to achieve realization of our goals.			
We are prepared to effectively manage the linkages between our project and other organizational initiatives			
We are prepared to effectively manage the dependencies, sequencing, and prioritization among the streams of work within the project			
We are prepared to provide sufficient support and guidance to people executing the project plan			
There is a detailed plan for people transition management where required			
<b>We are enabling individuals to make the changes they need to make</b>			
People affected by this project are likely to be personally motivated to do their part			
The communication for our project is motivating individuals to try to change			
Our metrics and incentives are aligned with our goals			
We understand precisely who in the organization needs to change which specific behaviors to achieve our goals			
We have a plan to support individuals' behavior change and we have identified who should reinforce individuals' effort to change			
We have a plan in place to build the new required skills and capabilities			

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<b>WE can course correct as required</b>			
There are effective measures in place to monitor achievement of desired outcomes for the project			
The appropriate information is available to identify risks early enough to make effective course-correction decisions			
We apply appropriate mechanisms to identify and manage issues and/or risks to keep the project on track.			
We have relationships with external parties that ensure we are made aware of potential issues or problems as soon as they surface			
Our culture and processes support continuous improvement			
<b>We have the follow through we need to sustain the changes after implementation</b>			
Our leadership is (or will be) demonstrating sustained support for this change until we fully achieve our goals			
We have made (or plan to make) the necessary organizational adjustments to embed this change in the organization			
A critical mass of people are adopting the change and it is highly unlikely to be reversed at this stage			
<b>We are building our capability to manage change in the future</b>			
When planning and executing our project, we have (we will) ensure that the resulting change model is repeatable			
Our organization typically adopts major changes quickly and effectively, achieving our goals on time and within budget			
We have a plan to build and retain the capabilities required to deliver future change initiatives			
<b>Individual commitment and confidence in ability to deliver</b>			
I believe that our organization can deliver this project successfully			
I understand the goals of the project and the plan to get there			
I am fully committed to the outcomes of this project and prepared to make personal changes required			
How likely is it that you would recommend adopting this change to a friend in the organization?			