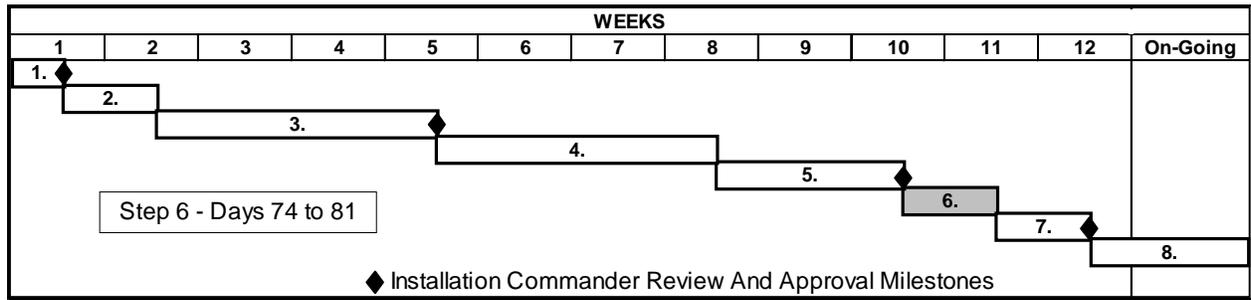


STEP 6: FORMULATE STRATEGIES FOR CHANGE



6.1 OVERVIEW

The purpose of Step 6 is to formulate and analyze strategies for change in each of the focus areas approved as targets for improvement during the installation commander progress update at the conclusion of Step 5. During Step 6, the BUA team will formulate strategies for change, analyze them, and select the strategy for each focus area which maximizes payback and minimizes risk. Risk considerations should include economic, mission performance, contingency, and others.

6.2 GENERATE ALTERNATIVES

Drawing on information developed during benchmarking, the BUA team should use a brainstorming session to generate ideas to reduce costs or improve service for each business area identified as a focus area. These ideas should then be used to develop two or three alternatives for each focus area.

Once alternatives are identified, the team can analyze each to identify projected payback and risk. The team should then select the best strategy to recommend for

each focus area maximizing payback and minimizing risk.

6.3 OBTAIN CORE BUSINESS AREA COORDINATION

After the team has analyzed and selected the best alternative or set of alternatives to recommend for each focus area, they should present findings to the chief of the core business areas concerned. This presentation will give the core business area chief an opportunity to provide input and accept and/or endorse the proposed strategy for improvement.

6.4 PREPARE STRATEGIES FOR CHANGE SUMMARY REPORT

The worksheet in Exhibit 12 is provided to use in analyzing strategies and selecting recommended courses of action.

CO Tip: The objective of Step 6 is to formulate strategies for change in focus areas, analyze them, and select the strategy which maximizes payback and minimizes risk categories.

6.5 PRODUCTS OF THIS STEP

- Strategies for change summary report

EXHIBIT 12: STEP 6 ANALYSIS SUMMARY WORKSHEET

Analysis Summary Worksheet Step 6: Formulate Strategies for Change				
Focus Area for Improvement	Alternative Ways to Provide Product or Service	Projected Payback	Risk Analysis	Recommended Alternative
1.	a)			yes no
	b)			yes no
	c)			yes no
2.	a)			yes no
	b)			yes no
	c)			yes no
3.	a)			yes no
	b)			yes no
	c)			yes no
4.	a)			yes no
	b)			yes no
	c)			yes no
5.	a)			yes no
	b)			yes no
	c)			yes no
6.	a)			yes no
	b)			yes no
	c)			yes no