

# Implementation Roadmap

## Phased Delivery Framework

A structured delivery model is essential to ensure controlled execution and risk mitigation.

### Phase 1 – Discovery & Diagnostic (4–6 Weeks)

Objectives:

- Detailed process mapping validation
- Data quality assessment
- Control environment review
- Technology capability assessment
- Stakeholder alignment workshops

Outputs:

- Validated AS-IS baseline
- Confirmed business case assumptions
- Risk identification register
- Governance framework design

This phase ensures strategic alignment before technical deployment.

### Phase 2 – Solution Design & Configuration (6–8 Weeks)

Objectives:

- OCR and AI rule configuration

- Approval threshold calibration
- ERP integration mapping
- Control mapping (SOX-style alignment)
- Exception workflow design

Outputs:

- Configured automation rules
- Control validation matrix
- Integration testing documentation
- Role-based access control mapping

Design sign-off must occur before pilot execution.

## **Phase 3 – Controlled Pilot & Parallel Run (6 Weeks)**

Objectives:

- Limited-volume deployment
- Dual manual and automated processing comparison
- Performance and confidence calibration
- Exception rate monitoring

KPIs validated:

- Automation rate
- Error rate reduction
- Override frequency
- SLA performance

Pilot phase de-risks systemic failure.

## **Phase 4 – Enterprise Rollout & Governance Embedding (4–6 Weeks)**

Objectives:

- Full process deployment
- Decommissioning redundant manual controls
- Governance committee activation
- KPI dashboard operationalisation

Outputs:

- Monthly reporting pack
- Risk dashboard
- Continuous improvement framework

Total programme timeline: ~5–6 months.