



Overview of Workshop Offering: Governance Workshop

Outsourcing Support Services (OSS)

Governance Workshop | Overview



Purpose: Define Governance including key components; review current governance structure against best practice governance structures

Agenda

- Introduction and background
- Developing the Governance Framework and Model
- Identify open issues and action items

4-5 hours of foundational discussion and joint design

Additional details and timing on following page

Objectives

- Build client's understanding of best practice governance models
- Identify potential improvements in client's existing mode and develop a go forward governance strategy

Typical participants

- Current governance management team or core team lead
- Retained organization management team or project manager
- Strategic sourcing/vendor management
- Sourcing lead
- Legal (Optional)

Everest inputs

- Experience based market insight
- Sample best practice governance models
- Direct feedback on client's existing governance structure, if applicable
- Facilitation workshop

Client preparation

- Identify previous/current governance experiences
- If applicable, bring existing governance structure
- Provide current organization charts
- Provide any contracts committing resources to provide governance

Agenda item	Time allocation
Introductions and background <ul style="list-style-type: none">■ Introduction to governance■ Design client-specific criteria for governance models	1.0 hour
Developing the governance framework and model <ul style="list-style-type: none">■ Governance within the buyer and supplier context■ Roles and responsibilities■ Overview of governance best practices■ Impact of Governance to influence client organizations and retain credibility with supplier■ Analysis of current governance model (if applicable)	3.0 hour
Identify open issues and action items <ul style="list-style-type: none">■ Assign action items■ Determine target dates	1.0 hour

Client

- Previous/current governance experiences
- Bring following items to the workshop
 - If applicable, bring existing governance structure
 - Provide current organization charts
 - Provide any contracts committing resources to provide governance
- Invite appropriate meeting participants
- Secure logistics for meeting (room, audio-visual, etc.)

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- Experience based market insight
- Facilitate discussion and learning environment
- Confirm logistics of workshop
- Bring following items to the workshop
 - Sample best practice governance models
 - Direct feedback on client's existing governance structure, if applicable

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