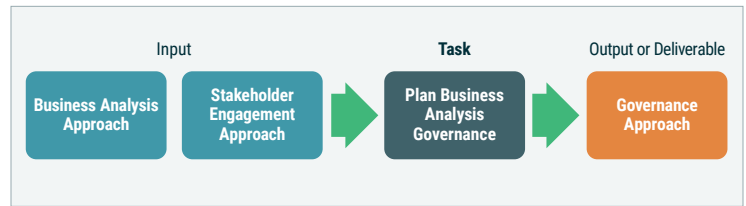# Plan Business Analysis Governance

Reference (Guidelines and Tools)

The following resources, if they exist, can be used to transform the inputs into the outputs:

– Business Analysis;
– Performance Assessment;
– Business Policies;
– Current State Description;
– Legal/Regulatory Information.

Task Inputs and Outputs

Input

Business Analysis Approach

Stakeholder Engagement Approach

Task

Plan Business Analysis Governance

Output or Deliverable

Governance Approach

Purpose or Need

To define how decisions are made about requirements and designs, including reviews, change control, approvals, and prioritization.

Value

Clarifying who decides what and when helps ensure that decisions are made properly and consistently during the initiative.

Solution

A defined governance approach that includes the list of decision-makers and a description of the change control, prioritization, and approvals processes.

Techniques

Frequently used techniques:

– *Document Analysis;*
– *Interviews;*
– *Organizational Modelling;*
– *Process Modelling;*
– *Workshops.*

*Refer to the **BABOK Guide v3** for the complete list of techniques.*

Stakeholder

Typically involves sponsors, project managers, domain subject matter experts, regulators, and any additional stakeholders identified.

Description of Change

Plan Business Analysis Governance defines the decision makers, change control process, prioritization approach, approval process, and information required to make a decision. It helps ensure that decisions about requirements and designs are made properly and consistently and follow a process that ensures decision makers have the information they need when they need it.

Consider...

Governance processes, practices, and responsibilities are critical for a wide variety of initiatives.

Example: Consider a business intelligence initiative where it's important to promote an enterprise-wide view of information. Supporting this involves developing infrastructure services in the organization such as data governance and metadata management.

See *BABOK Guide – 11.2 The Business Intelligence Perspective – 11.2.1 Change Scope*

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