DATA MINING SOLUTIONS

The Executive's ERP Readiness Checklist

Secure Your Foundation Before You Automate

> **The Reality Check:** Over 70% of ERP implementations face severe delays or cost overruns. Why? Because organizations attempt to configure software over unmapped processes and dirty data. Use this checklist to audit your organizational readiness before engaging a tech vendor.

Phase 1: Corporate Policies & Business Rules

- [ ] **Departmental Policy Mapping:** Are operational boundaries, credit limits, and approval matrices explicitly drafted and signed off by department heads?
- [ ] **Validation Logic Definition:** Have you clearly documented what constitutes an exception or error in your daily business transactions?
- [ ] **Workflow Hierarchy:** Are clear delegation paths and escalation levels mapped for purchase, sales, and financial approvals?
- [ ] **Process Reengineering (As-Is vs. To-Be):** Have you streamlined broken legacy workarounds to align with native ERP capabilities, rather than paying for custom coding?

Phase 2: Master Data Integrity (The Backbone)

- [ ] **Financial Architecture Readiness:** Is your Chart of Accounts (CoA) unified across all subsidiaries? Are General Ledgers and Fixed Asset logs audited and accurate?
- [ ] **Supply Chain Data Cleansing:** Are your Raw Materials, Finished Goods, and Bill of Materials (BOM) purged of duplicates and structured with standardized naming conventions?
- [ ] **Commercial Master Accuracy:** Are Customer and Vendor databases cleaned, with accurate tax IDs, payment terms, and delivery parameters validated?
- [ ] **Data Governance Framework:** Do you have an established data entry rulebook to prevent clean master records from being corrupted immediately after Go-Live?

Phase 3: Implementation Readiness

- [ ] **Functional Subject Matter Experts (SMEs):** Have you allocated time for your top accounting and operational personnel to participate in system configuration without burning out?
- [ ] **UAT & Training Buffer:** Is your timeline built around the assumption that User Acceptance Testing will require dedicated data verification, or are you rushing straight to Go-Live?

Need a professional health check before your deployment?

Contact our expert team of Chartered Accountants and Process Architects at **Data Mining Solutions**.

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