

Business Transformation Roadmap Report

Date: [Insert Date]

Prepared by: [Your Company/Name]

Executive Summary

[Provide a brief overview of the business transformation initiative, its objectives, and the expected impact on the organization.]

Current State Assessment

[Summarize findings from current business processes, capabilities, pain points, and key challenges identified during discovery.]

Area	Current State	Challenges
Operations	[Description]	[Challenges]
Technology	[Description]	[Challenges]
People	[Description]	[Challenges]

Future State Vision

[Describe the desired future state, key outcomes, and transformation goals. Outline the vision for operations, technology, and people.]

Transformation Roadmap

[Outline the key initiatives, projects, or phases required to achieve the target state, including start/end dates and owners.]

Initiative/Project	Start Date	End Date	Owner	Status
[Project 1]	[Start]	[End]	[Owner]	[Status]
[Project 2]	[Start]	[End]	[Owner]	[Status]
[Project 3]	[Start]	[End]	[Owner]	[Status]

Key Risks & Mitigations

Risk	Mitigation
[Risk 1]	[Mitigation 1]
[Risk 2]	[Mitigation 2]

Success Metrics & KPIs

[List the key performance indicators (KPIs) that will be used to measure progress and success of the transformation initiative.]

- [KPI Example 1]
- [KPI Example 2]
- [KPI Example 3]

Conclusion & Next Steps

[Summarize the key takeaways, actions required right now, and immediate next steps with owners and deadlines.]