FUNCTIONAL BUSINESS PROCESS DEFINITION
COMPANY OBJECTIVES / GOALS

Company Objectives
(Defined Success Goals
Budget Oriented)

Define Resources for Company Objectives

- Internal or External Resources
  - INTERNAL → **Identify Internal Employee Resource**
  - EXTERNAL Engagement (Consultant, Vendor, Automation, etc.)

Identify Internal Employee Resource → **Define Employee Job Description**

- (based on Company Objectives and allocated Budget)

Define Employee Job Description → **Define Tasks to accomplish Job Description**

- (by timeframes: daily, weekly, monthly, annually)

EXECUTION

Define Tasks to accomplish Job Description → **CREATE / Refine Processes to Accomplish Tasks**

- Document Procedures for Process Execution (Ongoing)

CREATE / Refine Processes to Accomplish Tasks → **Maintain Accountability**

- Performance Review.
- Checks & Balances
- Reporting

All Rights Reserved | Legacy316, LLC | 2024