Checklist for RPA Implentation

Take a measured approach

Do not rush headlong into RPA implementation by changing multiple processes at once.

☑ **Do your due diligence.** Identify the most appropriate use cases, understand the current process and how it can be improved.

☑ **Deploy in a logical order.** Each process change will have a ripple effect across the organisation's data and workflows.

☑ **Allow an automated process to mature.** This allows unintended consequences to surface and be resolved, while giving staff time to adapt to new ways of working.

Support automation with a change management programme

Some employees will embrace technology that liberates them from mundane manual processes. Others will feel threatened and anxious about the direction their role is taking.

☑ **Communicate the benefits of RPA** in the employees' daily work to alleviate anxiety and build interest.

☑ **Offer training**—re-skilling or up-skilling—to prepare employees for the changes ahead.

As with any new technology adoption, the road from manual to automated risk management won't be without a few bumps, but with a change management programme in place, the journey will certainly run smoother.

Use good governance of RPA

RPA should be implemented within a robust governance framework.

☑ **Establish a governance framework** that promotes consistency, accountability and standardisation.

☑ **Maintain process and interdependencies**, and make that knowledge accessible to business teams.

☑ **Implement a control framework** to protect against unauthorised changes that might go undetected when a process is highly automated

☑ **Ensure deployment of cybersecurity** measures specific to RPA risks.

Making RPA part of your process.

The key to successful RPA implementation lies in a process that enhances the previously manual system and empowers people to make better decisions.

Unlock the potential of RPA-enabled due diligence

Connect with us to learn how Blue Prism® integrates with Nexis Diligence™ to accelerate the due diligence process.

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