

READY FOR ROBOTIC PROCESS AUTOMATION?

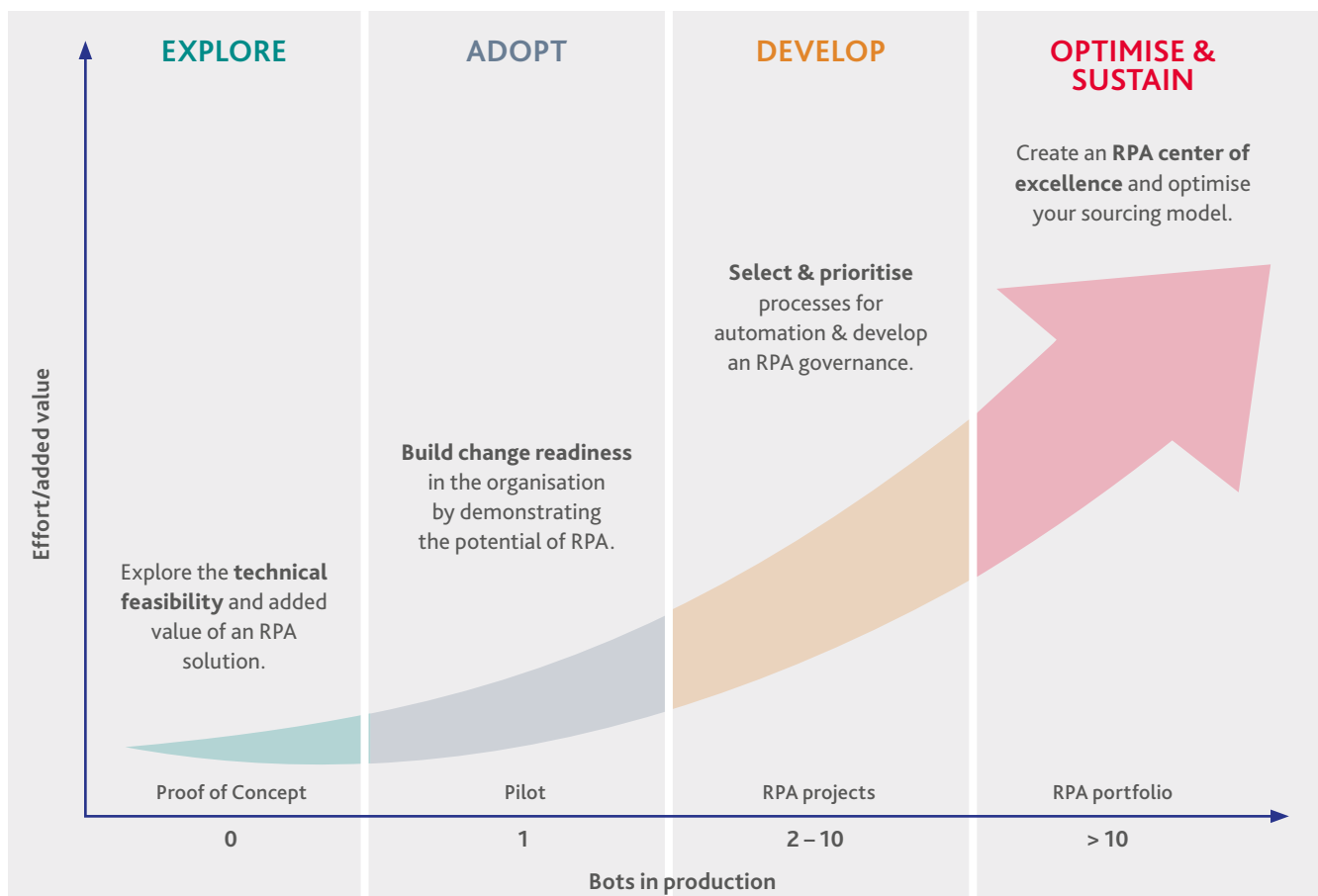
Do you sometimes have the impression that the specialists you employ are wasting their time and talents on repetitive tasks? Well, it's more than just an impression – research has shown that Robotic Process Automation (RPA) software could automate as many as 40% (!) of manual tasks.

By freeing employees from monotonous and repetitive work, RPA boosts motivation and efficiency and reduces costs. In short, RPA is an important tool that can be used to help tackle contemporary business challenges such as: a shortage of capacity in the labour market, increasing compliance with requirements and obligations, the continual modernisation/integration of existing process systems, and the growing need for space and fewer bottlenecks to be able to work in an agile manner. RPA is not a short-term or hip technology trend. Instead, it is another step forward towards more comprehensive digitisation and an important contributor to your organisation's competitive edge.

HOW DO YOU GET STARTED?

This information sheet outlines the various steps for successfully implementing RPA. Skipping steps means running the risk of not choosing the right technology, generating resistance among employees, choosing the wrong processes or not being cost-effective. This information sheet is intended to serve as a guideline.

RPA IMPLEMENTATION IN 4 STEPS



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	EXPLORE	ADOPT	DEVELOP	OPTIMISE & SUSTAIN
Goal	Explore the technical feasibility and added value of an RPA solution.	Involve the organisation in a first pilot to build change readiness.	Select & prioritise processes for automation and develop an RPA governance.	Create an RPA center of excellence and optimise your sourcing model.
Selection criteria	Top of mind RPA eligible process (structured data, rule based & volume driven & happy path of the process).	Automation with high added value for employees (e.g. repetitive, low added value, monotonous, high workload/ backlog).	Based on prioritisation matrix using relevant criteria (e.g. business case, customer experience, regulatory requirements, ...).	Apply prioritisation matrix & ensure strategic alignment.
Stakeholders	Limited effort from IT & business	Business (process operators)	Business & Project Management Office (PMO)	RPA center of excellence, business, PMO & IT
Costs	EUR 10,000	EUR 20,000 – 40,000 per robot + licensing & maintenance		
Outcome	Proof of Concept <ul style="list-style-type: none"> ▶ Running robot within your IT environment ▶ POC implementation report 	1 st robot in production (full process)	<ul style="list-style-type: none"> ▶ Growing portfolio of running robots ▶ Integration of robotisation in project portfolio 	Actively managed portfolio of running robots at optimised cost in line with the organisational strategy

MORE INFO?

Read the article 'Robotic Process Automation – RPA. Make use of virtual assistants' in To The Point 03/2019 or download the white paper 'Robotic Process Automation – RPA. Alleviating man's robotic tasks' at advisory.bdo.be/rpa

The specialists at BDO Digital and BDO IAW can assist you with RPA projects, complex digital transformations, and the optimisation of organisational processes across your business's entire value chain. Do you need help or advice? If so, please do not hesitate to contact our specialists at BDO Digital or BDO IAW: walter.vanherle@bdo.be or michel.neirinckx@bdo.ideasatwork.be