

Benchmarking Training Program

Training Overview

Do you believe that you have to remain competitive to excel in your industry?

Do you believe that benchmarking will help you remain competitive in the workplace and in the industry?

Benchmarking aims to improve an already existing process. Companies as a one-time event or as a continuous process carry it out. It uses internal and external data for insights into the business vis-à-vis the competitors. It can be done for any function or activity of the organization to compare, identify the root cause, determine the next step and excel in the future.

This Benchmarking Training Course will empower you to drive business productivity. This will also help you address the challenges at any stage or module of your project and business strategy timely and thus ensure the success of your organization's strategy.

Training Objectives

By the end of this training, the trainee will be able to:

- Equate benchmarking objectives with the strategy of the organization
- Design a benchmarking plan for your organization
- Decipher the fundamentals of data collection and analysis
- Address the performance gaps according to benchmarked data
- Understand how to select the relevant benchmarks and establish a monitoring process
- Reconfirm its continuity and sustainability

Training Audience

- OD Professionals
- Executive Management
- Directors and Section Heads

Training Duration

5 Days

Training Methodology

- Lecturing
- Role Playing
- Discussion

- Case Studies

Training Outlines

Introduction

- Define Benchmarking and its terminology
- Benefits of benchmarking
- Types of benchmarking
- Stages of benchmarking activities
- Processes of benchmarking activities
- Benchmarking and organizational strategies
- Cost-Benefits analysis

Planning

- Identifying and establishing the Scope of benchmarking
- Developing the Purpose statement
- Identifying the team and partners for benchmarking
- Plan and identify the strategies for benchmarking
- Deciding on the targets of benchmarking
- Benchmarking partners
- Project Management techniques

Data Analysis

- Understand the Primary and Secondary sources for collecting the Data
- Identifying the instruments for Data collection
- Developing the questionnaire

- Understand the international standards of data
- Quality of the Data
- Identify Value drivers
- Identify internal capabilities
- Understand how to determine data quality errors
- Logical framework for data analysis
- Understand Data comparison
- Analysis of performance gaps

Value Generation

- Understand how to close performance gaps
- Develop action plan for implementation
- Taking action on the improvement areas
- Monitor and report process

Best Practices

- Working with Guides, networks, and resources
- Examples of best practices and case studies
- Reviewing the benchmarking plan
- The model of continuous improvement
- The roadmap for implementation

- Conducting a pilot project
- Critical Path method
- Planning for Contingency
- Relook and recycle the benchmarking process

- Understand legal and illegal benchmarking practices
- Behavioral choices
- Code of conduct
- Conscience raising questions