

# Plan Business Analysis Governance



## Purpose or Need

To define how decisions are made about requirements and designs, including reviews, change control, approvals, and prioritization.



## Value

Clarifying who decides what and when helps ensure that decisions are made properly and consistently during the initiative.



## Solution

A defined governance approach that includes the list of decision-makers, a description of the change control, prioritization, and approvals processes.



## Techniques

Frequently used techniques:

- [Document Analysis](#);
- [Interviews](#);
- [Organizational Modelling](#);
- [Process Modelling](#);
- [Workshops](#).

Refer to the [BABOK Guide v3](#) for the complete list of techniques.



## Stakeholder

Typically involves sponsors, project managers, domain subject matter experts, regulators, and any additional stakeholders identified.



## Description of Change

Plan Business Analysis Governance defines the decision makers, change control process, prioritization approach, approval process, and information required to make a decision. It helps ensure that decisions about requirements and designs are made properly and consistently and follow a process that ensures decision makers have the information they need when they need it.

## Reference (Guidelines and Tools)

The following resources, if they exist, can be used to transform the inputs into the outputs:

- Business Analysis; Performance Assessment;
- Business Policies;
- Current State Description;
- Legal/Regulatory Information.

## Task Inputs and Outputs



## Consider...

Governance processes, practices, and responsibilities are critical for different types of initiatives.

Example: Consider a business intelligence initiative where it's important to promote an enterprise-wide view of information. Supporting this involves developing infrastructure services in the organization, such as data governance and metadata management.

See [BABOK Guide – 11.2 The Business Intelligence Perspective – 11.2.1 Change Scope](#)

Certifications: ECBA, CCBA, CBAP – Refer to the [BABOK® Guide](#) for study purposes

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