

**Regional Course on Statistical Business Registers:
Making a Business Case for an Operational Statistical Business Register
26 – 30 January 2015, Perak, Malaysia**

Template for Business Case for an Operational Statistical Business Register

Country:

Implementing Agencies:

Project Manager:

Project Duration:

I. Project Objectives and Key Goals

a) Why do you want a statistical business register (SBR)?

- What purposes would an SBR serve—
 - in your statistical system?
 - in your agency?
 - for other stakeholders?
- What is your main purpose?

b) Given your main purpose for an SBR, where do you want to be in terms of SBR development ...

- 6 months from now? State your goal.
- 1 - 2 years from now? State your goal.
- 2 - 4 years from now? State your goal.

II. Project Outputs

To achieve the goals you have set, you need to take certain actions to produce outputs that will take you a step closer to achieving the goals.

The first such action is to produce a document presenting your business case for an operational statistical business register. The business case document will include:

- Vision statement
- Mission statement
- Where want to be in 3-4 years
- Key steps to get there
- How will measure success
- Future directions

The vision and mission statements and where you want to be in 3-4 years can be formulated based on the Project Objectives and Goals you have outlined in Part I. Part II of this template helps you think through the key steps to get there, how you will measure success and future directions.

II- 1. Project Outputs by Key Areas

SBR development requires addressing the key areas listed below. Use this template to indicate which key areas will be addressed by your project plan; what specific priority outputs will be produced and by when; corresponding measures of success and assumptions or conditions that need to be in place and/or which you would need to manage to ensure a high chance of success.

Area	Output	Success Indicator	Target date	Assumptions / Dependencies	Priority
Business Case and project plan					
Institutional Environment					
Conceptual framework					
Data sources					

Priority: 1 = high, 2= medium, 3 = low

Area	Output	Success Indicator	Target date	Assumptions / Dependencies	Priority
Maintenance					
Quality					
Confidentiality and access					
Systems					
Products					

Priority: 1 = high, 2= medium, 3 = low

II-2. Top three project priorities: Actions to be taken within 6-months after the Course

Priority Rank	Area	Output	Comments
Must	Business Case	Business Case presented to Management	
1			
2			
3			