**Information Guide** 



# Gap Analysis : Business Process Health Check-up



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#### What is Gap Analysis?

Enhancing Business Performance is the constant objective for every organization. For performance improvement, the first step is to scientifically analyse the business and its processes.

Gap analysis is a technique that can be used to assess if an organization can meet its needs using its present capabilities. There are many departments & their processes such as Sales and Marketing, Purchase, Production, Quality Assurance and control, Maintenance which can directly affect the overall performance if there any gap/ shortfalls in following the system implementation process.

#### **Few Industrial Issues Faced?**

- Untrained employees
- Lack of Accountability
- Un-organized Working
- Inadequate System

#### What is the Concept of Gap Analysis??

Gap analysis is a business process health check-up activity in which Operational systems/ Departmental functioning is verified to identify scope for improvement.
PQSmitra has developed a methodology where the identify and study the Organization's department and their processes information. Based on the detailed study, the Gap Analysis Report is prepared which is considered as an input for suggestions/ remedial actions on system shortfalls for Better Business Performance.

### What are the Points that should be considered while performing Gap analysis?

- Industrial Best Practices
- Requirement of International Certification & Standard
- Specific Requirement of Client

#### What are the performance Errors to be Expected?

- System loop holes
- Human recourses related Issues
- Removal of non-value added activity
- Better Business Performance & Efficiency
- Compliance while various audit

#### How will Gap analysis help your organization?

 With our simple & practical approach we have helped organization improve their process and increase its business productivity just by few simple steps. Our practice identifies the gaps within the process, system etc. and helps you understand your organization better and help you covert your weakness' into opportunities.

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#### **Does Gap Analysis apply to my organization?**

 Gap Analysis is a type of service which can be used for any organization irrespective of its size & Operations. The main motive here is Business Process improvement and improving business is every organizations ultimate goal.

#### Is Gap Analysis different from ISO Certification?

• In Gap Analysis we focus on the overall activities which can benefit an organization regardless of an organization having a ISO Certification.

## Can PQSmitra – Gap Analysis support my company to achieve business goals?

 Absolutely, Gap Analysis will help the concerned person keep an eye on critical parameters related to functioning of the organization using the simplified key indicators. This would help organization to eliminate non-productive activities and improve profits.

#### How PQSmitra help you with Hassle Free Implementation Process for GAP Analysis?

- Identifying Organization process / Department
- Identification of system process/ Department
- Submission of Report- Gap analysis & Performance
- Suggestions / remedy for Better Business

PQSmitra has performed Gap analysis for many of it's clients. This detailed study and report has supported clients to get a clear vision to set up business objectives and targets.

PQSmitra team has also supported many clients with the implementation of the set business plan to achieve targets in stipulated time frame.



#### PQSmitraService Features appreciated by clients



Simple & Practical Approach



21 Years of Service



2500+ Successful Projects



5,56,000+ Consulting Hours



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