

2. A Journey Playbook

Roadmap presented by Nick and Alix during Q12024 - status updated from 31OCT2024 by Barbara Lemos





Step	Duration	Who is impacted	Actions
Diagnosis	2 months	<ul style="list-style-type: none"> • Connected Research • Pricing • Startek 	Value Stream mapping Workshops to set the best organization possible <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Select key stakeholders - <input checked="" type="checkbox"/> Prepare Miro board to handle the workshops <input type="checkbox"/> Workshop itself
Implem. plan	1.5 month	Selected org.	<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Set PI Planning date <input checked="" type="checkbox"/> Prepare step-by-step activities <input type="checkbox"/> Communicate on it
Recruitment	Until PI Planning	Selected org. To-be-transformed org.	<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Phase 1 on existing organization to be fully SAFe speed <input checked="" type="checkbox"/> Train identified people to act as proxy or full role (SM/PM...)
Trainings	Until PI Planning	<ul style="list-style-type: none"> • IT LT • Support functions • Selected org. • To-be-transformed org. 	<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Select external provider (RFP) <input checked="" type="checkbox"/> Organize training waves - wave 1 <input checked="" type="checkbox"/> SAFe Agilist: IT LT <input checked="" type="checkbox"/> SAFe for Teams: team members <input type="checkbox"/> SAFe SPC (internal) <input checked="" type="checkbox"/> SAFe awareness (wave 1)
Communication	All along the transfo.	All Syensqo orga	<ul style="list-style-type: none"> <input type="checkbox"/> Com' plan supporting the Implementation plan
Orga. Coaching	Starting from the identification until maturity	<ol style="list-style-type: none"> 1. IT LT 2. Train main functions (PM, RTE...) 	<ul style="list-style-type: none"> <input type="checkbox"/> Support key people to enhance their agile maturity/knowledge/behaviour <input type="checkbox"/> In group <input type="checkbox"/> 1-1 coaching session
Backlog Prep.	At least 4 months	<ol style="list-style-type: none"> 1. Selected org. 2. Business owners & STK 	<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Get enough Jira licences for everyone (cost?) <input type="checkbox"/> Theme/Epic/US to be created by PM/POs... -
PI Planning prep	At least 3 months	<ol style="list-style-type: none"> 1. Selected org. 2. Business owners & STK 	<ul style="list-style-type: none"> <input type="checkbox"/> Coach stakeholders (external to organization: GBUs, support teams...) <input type="checkbox"/> Prepare agendas, documentation, tools...
Agile ramp-up	1 year	<ol style="list-style-type: none"> 1. To-be-transformed org. 	<ul style="list-style-type: none"> <input type="checkbox"/> Provide SAFe awareness to next organization (top down presentation + Q&A sessions) <input type="checkbox"/> Start coaching next key people

Main steps:

1. **Assess**
2. **Prepare**
3. **Launch**
4. **Accelerate**
5. **Sustain and improve**

Out of scope of the below is the LPM and its alignment with SAFe, reason being that LPM exists to decide which work will be tackled as an input of each PI.

90.LPM integration (draft) will follow the discussions on this topic

Steps	Ideal timeline before launch	Topic	Jira epics	Notes
Assess	6 months	Need for change set 1. Vision 2. Economic view 3. SAFe Awareness	 Unable to locate Jira server for this macro. It may be due to Application Link configuration.	See article of SAFe (something Tipping point..) which describes reasons for this change
Assess	6 months	Train leadership (leading safe)	 Unable to locate Jira server for this macro. It may be due to Application Link configuration.	
Assess	6 to 4 months	Define and validate the main milestones Define transformation team	 Unable to locate Jira server for this macro. It may be due to Application Link configuration.  Unable to locate Jira server for this macro. It may be due to Application Link configuration.	Transformation team seems to be set - to discuss with Florence if the meeting Wednesdays includes the full team members
Assess	6 to 4 months	Communicate vision/ Engage teams		Plan created by Alix, cannot find vision nor economic view, to be discussed

Pre pare	3 months	<p>Identify value streams and ARTs (workshop):</p> <ol style="list-style-type: none"> 1. Systems thinking 2. People needed (#s and roles) 3. Create VS ID cards (name, description, trigger, value received for X,Y,Z). <p>Identify and communicate ideal attributes:</p> <ol style="list-style-type: none"> 1. 50/120 people? 2. Stable teams 3. Independent from external ARTs/ groups <p>Identify tools</p>	<div style="border: 1px solid orange; padding: 5px; margin-bottom: 10px;">  Unable to locate Jira server for this macro. It may be due to Application Link configuration. </div> <div style="border: 1px solid orange; padding: 5px;">  Unable to locate Jira server for this macro. It may be due to Application Link configuration. </div>	<p><i>Experience: The bigger the ART is , the most likely is a full value stream but the more complex it becomes to organise.</i></p> <p><i>Ideally, also on experience, we should start with one ART and focus on that launch.</i></p> <p><i>Train Teams/ potential epic owners to request the epics in a specific way.</i></p> <p>Portfolio integration: either go with a simple approach where all requests from port man are considered valid (aligned with strategy) OR align the value stream with the to be SAFE.</p> <p>MVP</p> <p>Portfolio team is aligned with the Epic template is defined.</p> <p>Epics owners with specific support for its creation</p> <p>Prio done and created (not necessarily based on WSJF)</p>
Pre pare	3 months	<p>Pick the first value stream.</p> <p>Define value stream mission, who are the people</p> <p>Core team for the ART launch defined</p> <p>Tools (JIRA, confluence, Design epic templates)</p> <p>Design the ART</p> <p>Teams compositions rethoug</p> <p>Agree on the KPIs.</p>		<p><i>This is the right time time to define the training for the teams .</i></p>
Pre pare	2 months	<p>Skill training</p> <p>Business owners identified</p> <p>RTE, Architect, PM appointed</p> <p>Create teams</p> <p>Set launch date</p> <p>Set cadence</p>		<p><i>(Goo ideas From Alix assessment):Improve and harmonize backlogs good practices: DoR, DoD, acceptance criterias</i></p>
Pre pare	2 months	<p>Program all ceremonies</p> <p>Train on the planning event (role based)</p> <p>Safe awareness sessions</p>		<p>Safe</p> <p><i>This is the right time time to define any additional training for the teams (POs, PMs, RTE etc).</i></p>
Pre par e	1 month	<p>PI objectives are agreed</p> <p>Backlog is prepared</p> <p>PI planning event is prepared</p> <p>e.g. Agenda, Rooms, channels for comm, Objectives are set, etc</p>		<p>Input of Portfolio here. To</p>
Lau nch	Launch day	<p>Launch day!</p> <p>Agenda is set .</p>		
Ac cel ara te				<p>Train Teams on WSJF</p> <p><i>Ensure all teams understand the WSJF concepts and calculations. Provide training, examples, and make sure there is consistency in how job estimates and other inputs are derived.</i></p>