



RESOURCES READY

METS Business
Diagnostic survey



RESA's METS Business Diagnostic survey is undertaken in two parts.

Part One aims to provide an understanding of the business to gain a baseline understanding of current business practices.

Part Two will consider factors relating to positioning the business for growth.

When completing this survey you will be asked to indicate what evidence you have to support the self assessment. This is key to demonstrating your capability when the time comes.

Understanding the Business

1. Business Name: _____

2. Spoke with: _____

3. Date: _____

4. Current FTE, PPT, Cas and Contractors

Full Time _____ Part Time _____ Casual _____ Contractors _____

5. Projected FTE (2018-19) _____

6. Est. annual turnover (2017-18) _____

7. % of current revenue from mining: _____

8. Does the organisation currently have a business plan that has been updated in the last 12 months?

Yes / No

Evidence:

9. Do you have a quality management system in place, compliant to AS9001?

Yes / No

Evidence:

10. Does your organisation have any other management systems in place (ie AS 4801, Environmental Management, HSE, CRM, Project Management Systems)

Yes / No

Evidence:

11. Have you developed a documented strategy for entering or accessing more of the resources sector?

Yes / No

Evidence:

12. Do you understand the requirements of the resources industry and the commercial value chain?

Yes / No

Evidence:

13. Are there specific aspects of working closer with the resources sector you would like to know more about? Eg procurement.

Yes / No

14. Does the organisation monitor safety indicators such as near misses and Lost Time Injuries?

Yes / No

Evidence:

15. Does the organisation have a clearly articulated value proposition for its products and/or services (capability statements, product brochures, marketing material) to differentiate yourself from other suppliers?

Yes / No

Evidence:

16. Does the organisation have a sustainability plan including areas such as succession, financial plans and client relationship management?

Yes / No

Evidence:

17. Does your business clearly articulate its future to employees, customers and suppliers?

Yes / No

Evidence:

18. Your business has a centralised risk register where appropriate elements are available to all employees?

Yes / No

Evidence:

19. Does your business have a risk table outlining levels of risk acceptable to the organisation?

Yes / No

Evidence:

20. To what extent are employees allowed or enabled to fully utilise their skills at work?

Evidence:

21. To what extent do employees have operational processes to follow?

Evidence:

22. How much emphasis does your organisation place on training employees over and above what is legislatively required?

Evidence:

23. Is participation encouraged by employees in strategy, planning and setting targets?

Yes / No

Evidence:

24. Does your business evaluate the effectiveness of training undertaken by employees to enhance their skills?

Yes / No

Evidence:

25. Do employees have a training and competency plan in place?

Yes / No

Evidence:

26. Do you believe your business uses ICT effectively to be more productive?

Yes / No

Evidence:

27. Is job autonomy encouraged in your workplace?

Yes / No

Evidence:

28. Ideas are the first step in the innovation process. Is creativity and the production of new ideas promoted positively within your organisation?

Yes / No

Evidence:

29. Do you have a formal process to systematically assess and respond to new ideas?

Yes / No

Evidence:

30. Best practice organisations are likely to link with membership organisations and engage with advisors. Does your organisation work with:

- a. Membership organisations;
- b. Network with other industry members;
- c. Utilise advisors to develop business skills;
- d. Utilise advisors to develop technical skills;
- e. Utilise advisors to develop leadership skills.

Yes / No

31. Does your organisation have a clear business development process and sales management plan in place?

Yes / No

Evidence:

32. Does your business have a way of measuring the introduction of new products and services, new organisational processes, new marketing methods and new structural innovations?

Yes / No

Evidence:

Positioned for growth

Read each statement and rate your business' current performance for each one:

- 1 represents low or poor performance or it's never been considered or implemented
- 5 indicates excellent performance (best in market/best in class)
- In the case where a statement is not applicable to your business, give it a rating of 0.

After rating each statement, total your scores to get a total survey score (/100).

Digital Disruption

33. We have an overarching strategy in place that informs how our business will leverage the new digital technologies.

0 1 2 3 4 5

Evidence:

34. We understand our business model and the changes required should we decide to digitise our operations.

0 1 2 3 4 5

Evidence:

35. We have an organisational culture and values that typically align with the major project environment in these sectors.

0 1 2 3 4 5

Evidence:

36. We have identified certain key technologies, partners and fellow collaborators to develop new products and services making our business “technology proof”.

0 1 2 3 4 5

Evidence:

37. We systematically research opportunities in the mining, oil and gas and energy resources sectors talking to our customers about how we can address their challenges using technology.

0 1 2 3 4 5

Evidence:

SUBTOTAL: /25

Winning More Work

38. We focus on differentiating our offer from our competitors, in line with the needs of the buyer.

0 1 2 3 4 5

Evidence:

39. We understand why a buyer would purchase from us and not our main competitors (and vice versa).

0 1 2 3 4 5

Evidence:

40. We don't just rely on the strength of our core competencies (our technical ability) to win work in the major project environment.

0 1 2 3 4 5

Evidence:

41. We see value in and make the effort to establish relationships with key people pre and post release of a major project opportunity.

0 1 2 3 4 5

Evidence:

42. We follow a defined process when bidding on work in the mining, oil and gas and energy resources sectors.

0 1 2 3 4 5

Evidence:

SUBTOTAL: /25

Workforce of the Future

43. We have investigated and understand the Future workforce drivers.

0 1 2 3 4 5

Evidence:

44. Our management team has done an analysis of the threats and opportunities regarding our future workforce?

0 1 2 3 4 5

Evidence:

45. Our team understands and has considered emerging METS capabilities – (purpose, potential, capabilities and collaboration).

0 1 2 3 4 5

Evidence:

46. We have a plan in place to manage the shift to our future workforce including strong connections with higher education institutions and a clear view of our staffing needs.

0 1 2 3 4 5

Evidence:

SUBTOTAL: /20

Enabling Growth

47. Our capital requirement for financing and growth of our business is linked to the strategy of our business.

0 1 2 3 4 5

Evidence:

48. We have strong financial disciplines in place, can predict our cash flows and demonstrate to lenders or investors we manage money well.

0 1 2 3 4 5

Evidence:

49. We have considered a range of options for financing our business for the next stage of growth.

0 1 2 3 4 5

Evidence:

50. We understand how we can leverage research for universities, CRC's and other institutions for the benefit of our customers.

0 1 2 3 4 5

Evidence:

51. We actively work with researchers to better understand our customers challenges and how we can develop solutions that address these challenges.

0 1 2 3 4 5

Evidence:

SUBTOTAL: /25

