



# Plan for Recovery

*Define the opportunities for your business in the changed health, society and business scenario and work out an actionable plan for capturing these opportunities*

Possible quick wins you may wish to consider for immediate execution while you are preparing your detailed back to business plan.

<p><b>Products &amp; Markets</b></p> <p><i>(for more details see also module on <a href="#">Customers</a>)</i></p>	<ul style="list-style-type: none"> <li>🔧 Change or modify your product to improve its value to end users</li> <li>🔧 Work with your customers to firm up sales prospects, clear due payments and improve sales conditions</li> <li>🔧 Focus restart of your business on products that are most profitable and have high turnover for your business</li> <li>🔧 Consider (temporary) discontinuing of products that have dropped in their value to end users</li> </ul>
<p><b>Facilities &amp; Stocks</b></p> <p><i>(for more details see also module on <a href="#">Ready the Workplace</a>)</i></p>	<ul style="list-style-type: none"> <li>🔧 Check and conduct overdue maintenance and service of equipment</li> <li>🔧 Reorganize work places for minimum distance and reduction of contact points</li> <li>🔧 Firm up control over access of goods and people to your premises</li> <li>🔧 Repurpose scrap and defects for rework, sales or otherwise</li> <li>🔧 Sell off stranded inventories – your neighbours might need them</li> <li>🔧 Plan for safe use of degraded stocks</li> </ul>
<p><b>People</b></p> <p><i>(for more details see also the module on <a href="#">Workforce</a>)</i></p>	<ul style="list-style-type: none"> <li>🔧 Start up with your contracted workforce, even if working at different roles</li> <li>🔧 Engage with training institutes in local area for quick access to talent pool</li> <li>🔧 Set up buddy system with senior (and/or retired) staff to bring new staff up to speed</li> <li>🔧 Document Standard Operating Procedures in easily accessible form</li> </ul>
<p><b>Finances</b></p> <p><i>(for more details see also the module on <a href="#">Finances</a>)</i></p>	<ul style="list-style-type: none"> <li>🔧 Monitor where you are - clarify your financial position</li> <li>🔧 Review, downsize and rephase planned expenditures, for example for representational purposes, business development and/or capital goods</li> <li>🔧 Minimize stocks and monetize excesses</li> <li>🔧 Encourage debtors to settle dues in timely manner</li> <li>🔧 Explore more favourable conditions with creditors</li> <li>🔧 Keep abreast of stimulus and recovery assistances and schemes being launched</li> </ul>

**Disclaimer:** Information intended for general advice