



Critical Integrators
INTEGRATION & TRANSFORMATION

CLIENT GUIDE

Integration Readiness Assessment — what to expect

A six-week, fixed-fee assessment for organizations preparing to acquire and absorb a company.

The engagement in brief

We assess twelve domains — strategy, leadership, departments, people, platforms, process, clients — and answer one question with evidence: **are you ready to buy, and if not, what has to be true first?**

What we do

WEEK 0 — KICKOFF

Charter confirmed, interview schedule set, document list agreed.

WEEKS 1–3 — INTERVIEWS AND DATA

Confidential individual interviews with leadership and department heads; document and data review.

WEEK 4 — FINDINGS REVIEW

Initial findings walked through with your executive sponsor. No surprises — you see everything as a draft first.

WEEK 5 — DRAFT REPORT

The full scored report, for your review.

WEEK 6 — EXECUTIVE READOUT

Findings presented to leadership; fix-first roadmap handed off with owners.

What we need from you

- An executive sponsor with 15 minutes weekly and authority to open doors.
- Interview access: leadership and department heads, scheduled in weeks 1–3.
- Documents: org chart, budget realities, prior deal materials where they exist.

- **Candor.** The assessment is only as good as what it can see. Individual interviews are confidential — we will not attribute, and we ask that you not ask.

What you receive

- Integration Readiness Report **SCORED, ALL TWELVE DOMAINS**
- Absorption risk register
- Integration philosophy brief
- Healthy Teams baseline
- SPOF/SPOC register **CONFIDENTIAL, EXECUTIVE SPONSOR ONLY**
- Fix-first roadmap
- Executive readout

How we work

- **No surprises:** every finding is shared as a draft before it is presented.
- **Confidentiality:** people-findings route to the executive sponsor only, through the confidential register. This is what keeps interviews honest.
- **Charter discipline:** we deliver exactly what the charter promises — no more, no less. Discoveries along the way become chartered amendments or follow-on engagements, never absorbed scope.
- **Slow is smooth, smooth is fast:** the time spent understanding is what makes the roadmap right.

What happens after

The fix-first roadmap is yours, with owners. Where deeper work is warranted — an integration blueprint, a platform readiness deep dive, or an annual re-assessment against this baseline — each is a separate decision, chartered on its own merits.