



---

# Service Definition Document

## Change Management

## Why choose ea Change?

We go beyond your expectations, always!

We are **change and transformation specialists** who have provided services to the public sector and financial services sector for over 25 years.

We provide:

- Business change and transformation consulting services

- Specialist change, digital, data and technology temporary and permanent recruitment

- And an award-winning recruit, train, deploy, graduate scheme.

**We make your business our business.** We take the time to listen to our clients, to adapt and evolve our services so they are exactly right for your needs. We genuinely want what's best for you and we'll pull out all the stops to make that happen.

## Our Change Management Service

Delivered by proven experts.

Our Change Management Service is delivered by qualified experts who support our clients to manage and adopt change across organisational design, digital and cloud initiatives. We use best practice to deliver a complete portfolio including change planning, Impact and readiness assessment, change adoption and training, executive coaching, and building capability.

## Service Features

- Impact Assessment
- Planning and roadmaps
- Readiness assessments
- New and revised processes
- Operating models
- HR Support including TUPE
- Executive support and coaching
- Building internal capability
- Recruitment services
- PROSCI, MSP, P3M3, Prince2, MOR

## Service Benefits

- Supports implementation of business, change, digital and cloud projects
- Flexible and scalable delivery solutions
- Quality assured delivery
- Access to communities of practice
- Internal capability enhanced

## Our pricing

	Strategy & Architecture	Change & Transformation	Development & Implementation	Delivery & Operation	People & Skills	Relationships & Engagement
1. Follow	£550	£500	£450	£450	£450	£450
2. Assist	£650	£600	£600	£500	£500	£500
3. Apply	£750	£700	£700	£600	£600	£600
4. Enable	£850	£800	£800	£700	£700	£700
5. Ensure Advise	£950	£900	£900	£800	£800	£800
6. Initiate Influence	£1050	£1000	£1000	£900	£900	£900
7. Set strategy Inspire Mobilise	£1150	£1100	£1100	£1000	£1000	£1000

### Standards for consultancy day rate cards

- Consultant's working day: 8 hours exclusive of travel and lunch
- Working week: Monday to Friday excluding national holidays
- Office hours: 9:00am to 5:00pm Monday to Friday
- Travel, mileage subsistence: Included in day rate within M25.  
Payable at department's standard travel and subsistence rates outside M25
- Mileage: As for travel, mileage subsistence
- Professional indemnity insurance: included in day rate

Get in touch, we would love to hear from you!

E: [elaine.griffin@eacg.co.uk](mailto:elaine.griffin@eacg.co.uk)

T: 07971 110130