



**BLACK DOG
MANAGEMENT**

Integration Project Roadmap Template

Purpose: To provide project managers and leadership teams with a clear structure for planning and tracking integration initiatives. Use this roadmap to align stakeholders, set priorities, and ensure smooth execution.



1. Project Information

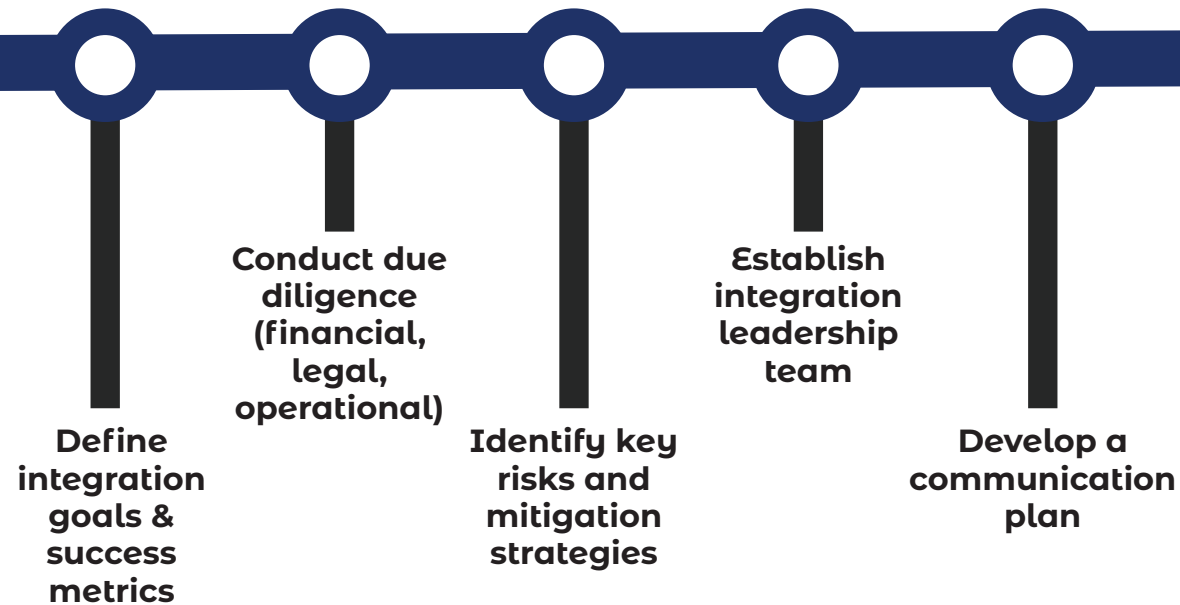
- **Project Name:** _____
- **Integration Type:** (Merger, Aquisition, Partnership, Cross-border expansion, Other) _____
- **Project Sponsor:** _____
- **Project Manager:** _____

2. Integration Objectives

- Combine operations efficiently
- Align brand and culture
- Integrate technology systems
- Retain key talent and reduce turnover
- Deliver promised synergies (cost, revenue, market share)
- Other: _____

3. Phased Roadmap

Phase 1: Pre-Integration Planning



Phase 2: Day 1 Readiness



**Align leadership
announcements**

**Define quick wins
to build momentum**

**Launch
integration
communication
to employees**

**Ensure critical systems and
processes are operational**

**Provide customer-facing continuity
(support, sales, service)**

Phase 3: System & Process Integration

**Consolidate
financial systems
and reporting**

**Align HR
processes
(payroll, benefits,
policies)**

**Integrate supply
chain and vendor
relationships**

**Migrate IT
platforms and
data**

**Harmonize
compliance and
regulatory
requirements**

Phase 4: Cultural & Brand Alignment



**Define shared
mission, vision,
and values**

**Create a unified
brand identity
and messaging**

**Offer
cross-cultural
training and
workshops**

**Recognize and
celebrate joint
milestones**

Phase 5: Optimization & Long-Term Growth

- Measure performance against success metrics
- Identify cost saving and revenue synergies
- Monitor employee engagement and retention
- Capture lessons learned for future integrations
- Plan for scaling into new markets

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**Measure
performance
against success
metrics**

Identify cost saving and revenue synergies

Monitor employee engagement and retention

Capture lessons learned for future integrations

Plan for scaling into new markets

4. Milestones & Timelines

Milestone	Owner	Target Date	Status
Integration Planning Kickoff			
Day 1 Communication Rollout			
Finance & IT Systems Consolidated			
HR Alignment Complete			
Unified Brand Identity Launched			
Optimization Phase Initiated			

5. Risks & Dependencies

Key Risks: _____

Dependencies: _____

Mitigation Strategies: _____

6. Success Metrics

Key Risks: _____

Dependencies: _____

Mitigation Strategies: _____

Customer Satisfaction Score: _____

Time-to-Synergy: _____



How to Use This Template

1. Customize each section for your specific integration project.
2. Assign owners and deadlines to each task.
3. Update the roadmap weekly to track progress.
4. Use metrics to evaluate long-term success.