Building Strategy Focused Organizations with the Balanced Scorecard

Dr. Robert S. Kaplan Marvin Bower Professor of Leadership Development HARVARD BUSINESS SCHOOL

and

Chairman BALANCED SCORECARD COLLABORATIVE

The Balanced Scorecard: A Good Idea in 1992

Balanced Sco	precard in 1992		
HBR JANUARY-FEBRAURY 1992			
The Balanced Scorecard—Measures that Drive Performance			
Robert S. Kaplan and David P. Norton			
What you measure is what you get. Senior execu- tives understand that their organization's measure- ment system strongly affects the behavior of managers and employees. Executives also under- sign that radiational financial science of the senior on give mileading signals for continuous improve- ment and innovation—activities today's competitive environment demands. The traditional financial per- tension of the senior of the senior of the senior of the senior of the senior of the senior of the senior petencies companies are trying to master today. As managers and academic researchers have tried measurement systems, some have focused on mak- ing financial measures. Improve opera- dition of the senior of the senior distance of the measurement systems, some have focused on mak- ing financial measures. Improve opera- tion on set of measures the transagers should not have to choose between financial and operational measures. In observing ad working with many com- panies, we have found that senior executives to no try on one set of measures to the columnos of measures. In observing ad working to David P. Nemo re- panding with an the senior executives to no try on the set of measures to the columnos of measures. In observing ad working to David P. Nemo re- panding with the senior of the senior of the senior of measures in observing ad working the observe of paradiment of the senior distances fields the observe of paradiment of the senior distances fields the observed paradiment of the senior distances for the	other. They realize that no single measure can pro- vide a dear performance target of focus attention on the critical areas of the buintess. Managers want a balanced presentation of both innancial and opter- tions and the second second second second second measures that gives to pianagers a fast but compre- ment, we devised a "balanced scorecurd"—a set of measures that gives to pianagers a fast but compre- nics at the leading edge of performance measures measures that gives to pianagers a fast but compre- lication and the second second second second second actions already taken. And it complements the fi- niculate financial measures that tail the results of actions already taken. And it complements the fi- isten-operational measures that tail the diverse of further financial performance. Indicators in an aniphane cockpit for the complete task of any gate in a singles to the diverse of estable information along the apprets of the fight. They need information as its, in speed, but commarize the curvest and perdicate environment. Reliance on one instrument can be fatal. Similarly the complexity of curves and perdicate environment.		

"The Balanced Scorecard – Measures that Drive Performance"

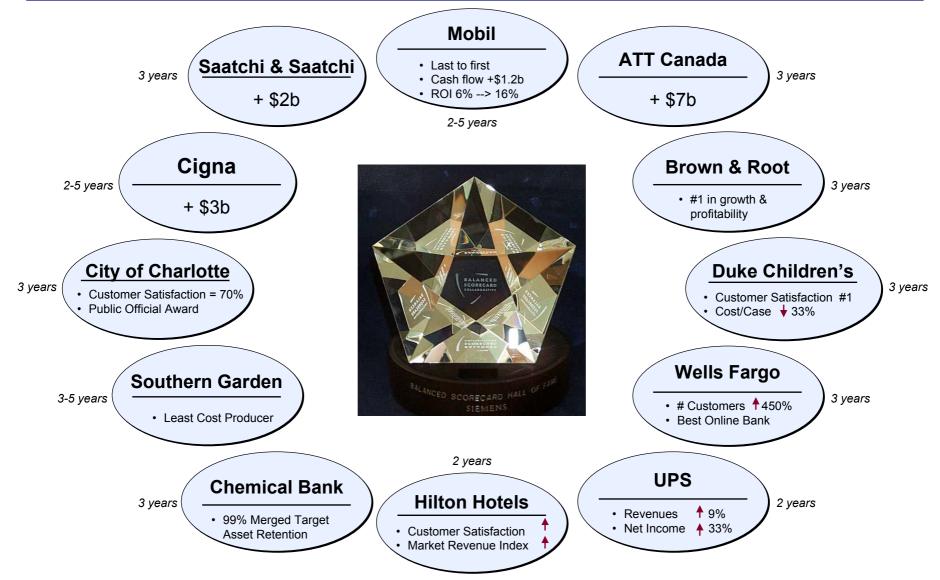
Harvard Business Review, 1992

The Balanced Scorecard: A Great Idea by 2002



50% usage in Fortune 500 Harvard Business Review "Hall of Fame" 50,000+ BSC on-line members

Balanced Scorecard Hall of Fame Implemented Strategies and Achieved Breakthrough Results... Fast

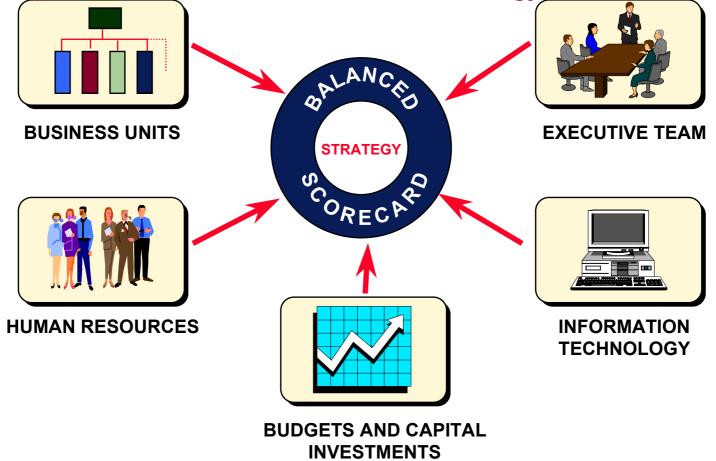


Question: *How can complex organizations achieve results like this in such short periods of time?*

Answer:

Alignment!

The Balanced Scorecard process allows an organization to align and focus all its resources on its strategy



A Gap Exists Between Mission-Vision-Strategy and Employees' Everyday Actions



TOTAL QUALITY MANAGEMENT		
What we must improve		

EMPOWERMENT / PERSONAL OBJECTIVES What I need to do

The Balanced Scorecard Links Vision and Strategy to Employees' Everyday Actions



The Principles of a Strategy-Focused Organization

TRANSLATE **STRATEGY** Mission / Vision Strateg Strategy Maps Balanced Scorecard • Targets BALANCED Initiatives SCORECARD ORGANIZATION Focused ALIGNMENT Organization Corporate Role Corporate - SBU SBU - Shared Services External Partners **EVERYONE'S** JOB

- Strategic Awareness
- Goal Alignment
- Linked Incentives

EXECUTIVE LEADERSHIP

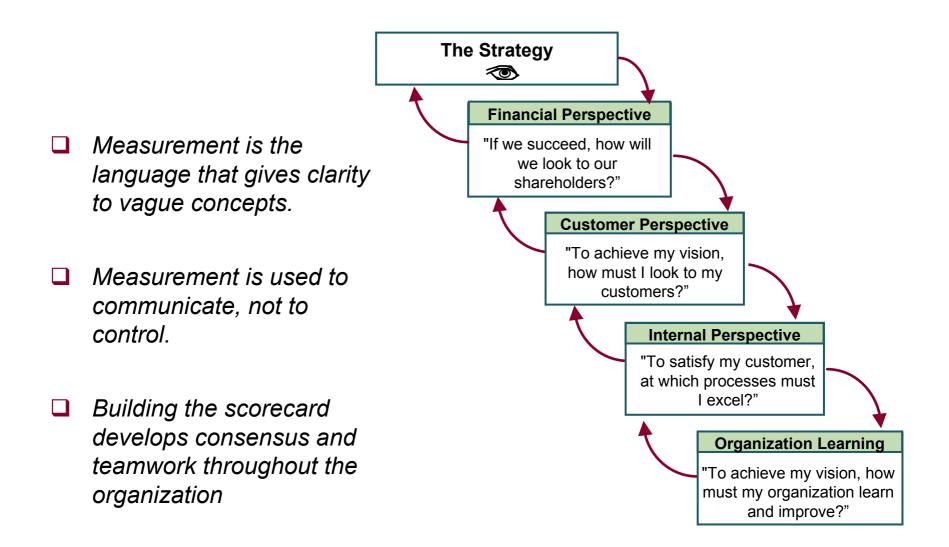
- CEO Sponsorship
- Executive Team Engaged
- "New Way of Managing"
- Accountable for Strategy
- A Performance Culture

CONTINUAL PROCESS

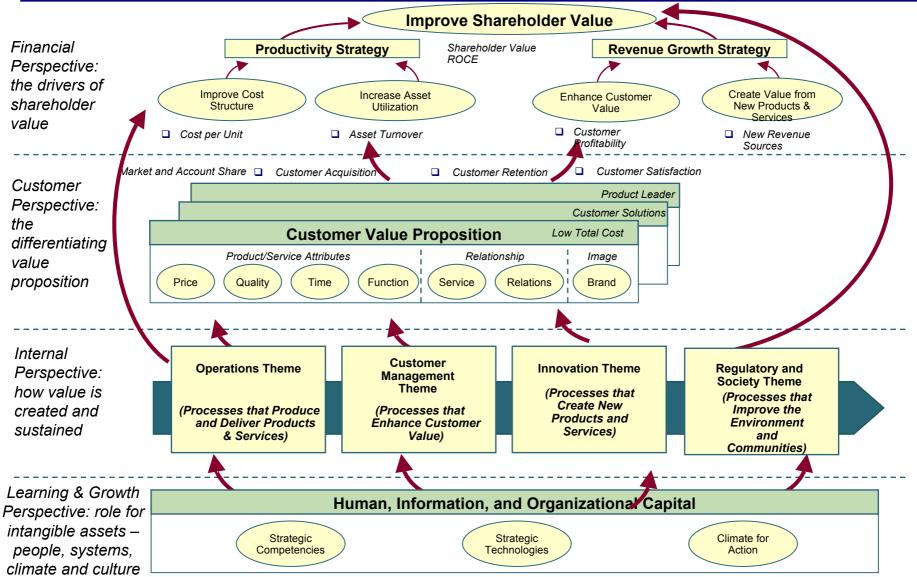
- Linked to Budgeting
- Linked to Ops. Mgmt.
- Management Meetings
- Feedback System
- Learning Process

Principles of the Strategy Focused Organization: TRANSLATE THE STRATEGY TO OPERATIONAL TERMS

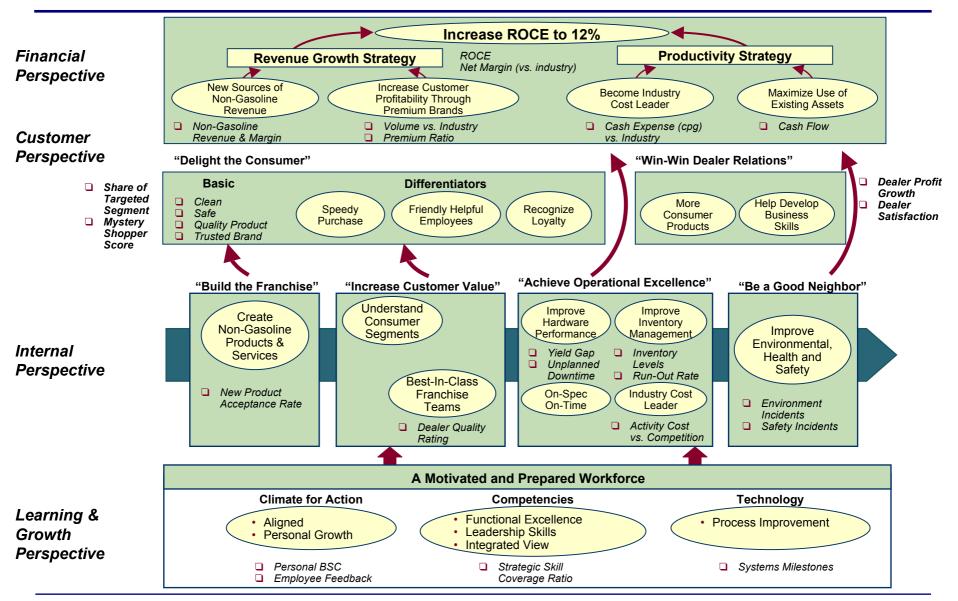
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The Complete Balanced Scorecard Strategy Map



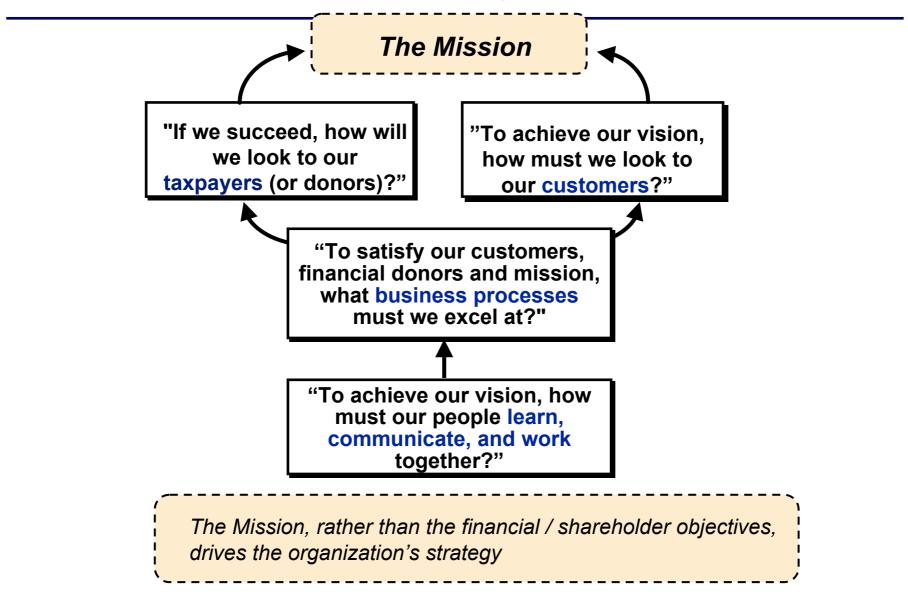
Mobil NAM&R Strategy Map



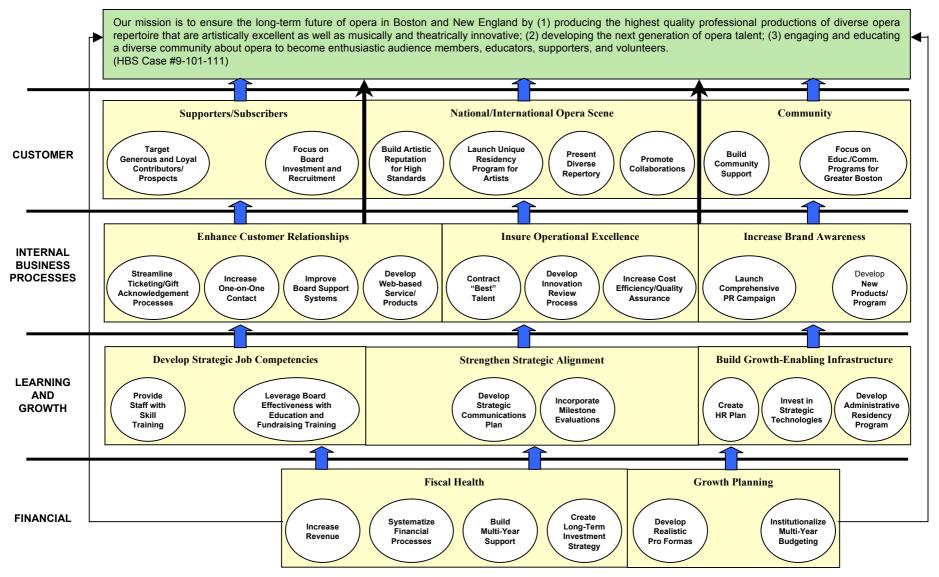
New Source of Revenues and Customer Loyalty Attractive Convenience Store



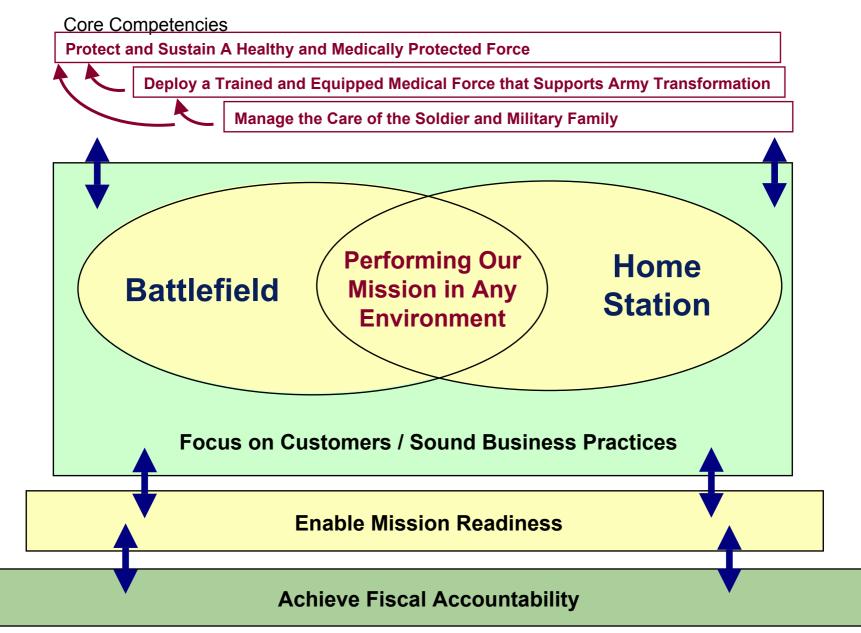
The Balanced Scorecard Framework Is Readily Adapted to Non-Profit and Government Organizations

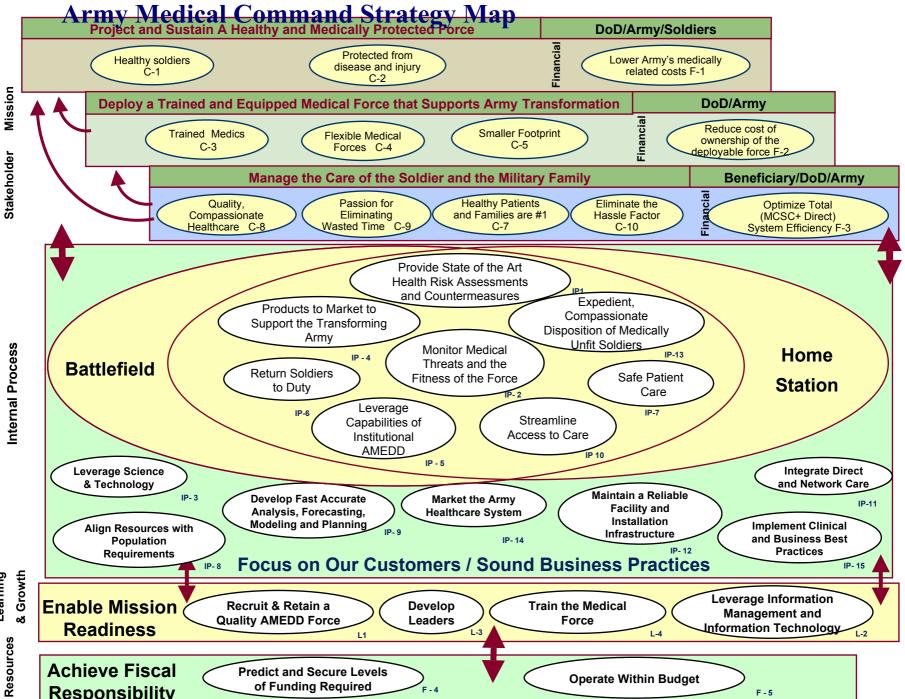


Boston Lyric Opera Strategy Map



Medical Readiness for the Transformed Army





Stakeholder

Learning

Goal 1: Project and Sustain a Healthy and Medically Protected Force

	Strategic Theme:	Objective Statement	Measures
Mission/ Custamer	Healthy Soldiers C-1	C-1 Improve and sustain the general health of soldiers to ensure medically-ready deployable forces.	C-1 Percent of units reporting medical readiness.
Missi	Protected From Disease and Injury C-2	C-2 Sustain the health and fitness of the deployed forces, preventing casualties from disease, injuries, and stress reactions.	C-2 Number of Man-Years Lost Due to Disease, Injury, Stress Reactions.
Internal	Provide State of the Art Health Risk Assessments and Countermeasures IP-1	IP-1 Enhance health and performance through strategies, tools, products and other countermeasures to reduce risks of disease, non-battle injury, chemical and biological warfare casualties, and stress reactions. Promote the use and assess the effectiveness of these	<i>IP-1</i> Percent of threats (Infectious Disease, chemical and biological warfare) on the validated, prioritized threat lists for which effective countermeasures are available to deployable and deployed forces .
Financial	Monitor Medical Threats and the Fitness of the Force IP-2	countermeasures throughout their life cycle. IP-2 Improve monitoring and reporting on demand the medical risk assessments and the health status of units and individuals.	<i>IP-2</i> Percent of requested medical threat/risk assessments and health status reports delivered electronically on demand to operational commanders and their staffs.
Fir	Lower Army's Medically Related Costs F-1	F-1 Identify, Target & Reduce the Army's Medically-Related Costs and Increase Return to Duty Rates Through Improved Management	<i>F-1a</i> Number of injury/illness driven claims (Rate per 100 employees);<i>F-1b</i> Cost of injury/illness driven claims.

Several Different Types of "Balanced Scorecards" Have Emerged in Practice



A KPI Scorecard: The Four "P's"

- **Profits**
- **Portfolio (loan volume)**
- **Process (ISO certification)**
- People (diversity)

What's missing from the 4P's KPI scorecard?

- Where are the customers?
- What is the value proposition?
- How does ISO certification lead to increases in loan volume?
- How does a more diverse work force lead to ISO certification?
- Is there no role for information technology?
- Is innovation not important?

A Good Balanced Scorecard Tells the Story of Your Strategy

- Every measure is part of a chain of cause and effect linkages
- All measures eventually link to organizational outcomes
- A balance exists between outcome measures (financial, customer) and performance drivers (value proposition, internal processes, learning & growth)

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- Goal Alignment
- Linked Incentives

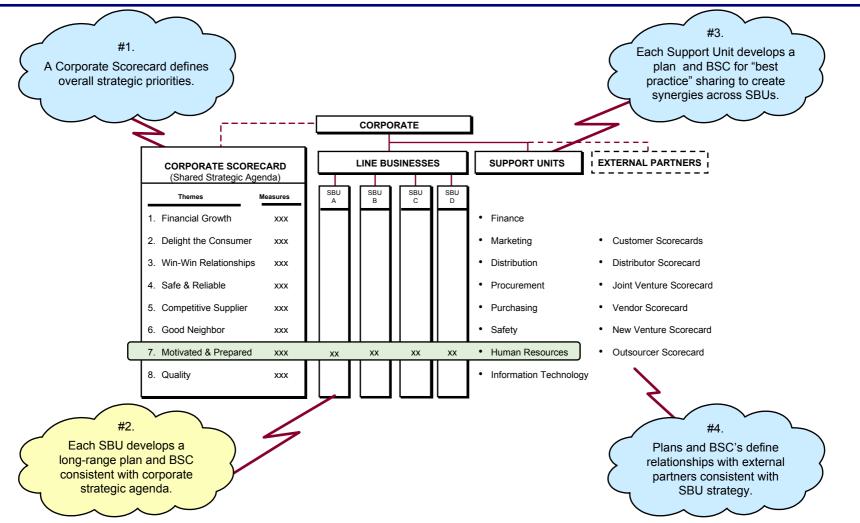
EXECUTIVE LEADERSHIP

- CEO Sponsorship
- Executive Team Engaged
- "New Way of Managing"
- Accountable for Strategy
- A Performance Culture

CONTINUAL PROCESS

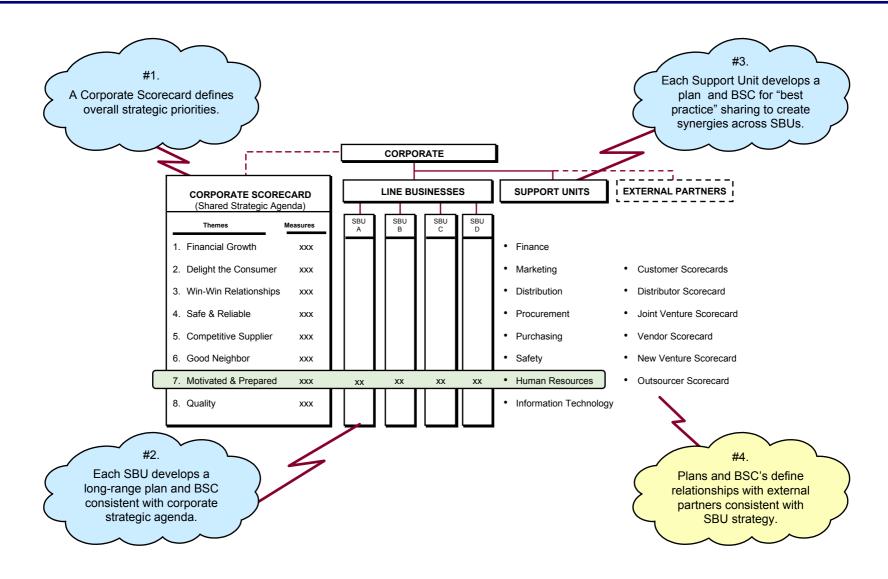
- Linked to Budgeting
- Linked to Ops. Mgmt.
- Management Meetings
- Feedback System
- Learning Process

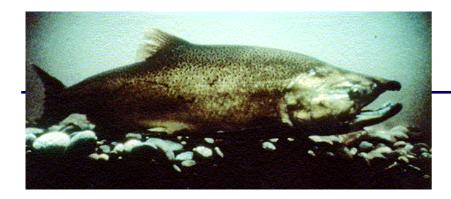
Principles of the Strategy-Focused Organization: LINK AND ALIGN THE ORGANIZATION AROUND ITS STRATEGY



Strategies Are Executed Through Business Units. The Strategies of the Business Units Must Be Integrated If Organization Purpose and Synergies Are to Be Achieved.

Principles of the Strategy-Focused Organization: LINK AND ALIGN THE ORGANIZATION AROUND ITS STRATEGY

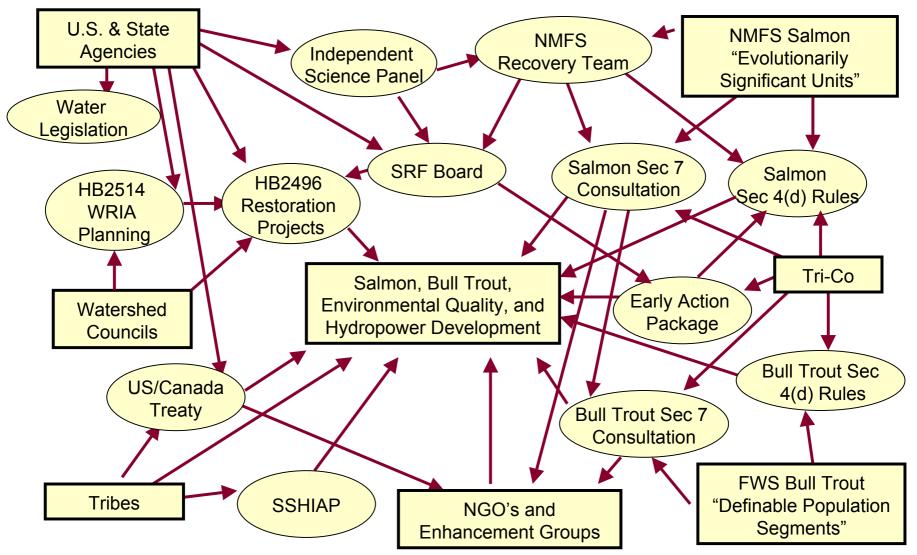




Washington State: The Salmon Recovery Problem

- Endangered Species Listing of 18 Species
- Federal Approval of Recovery Plans -- or
 - no government or private entity make "take" any salmon - thus
 - forestry, agriculture, hydro power production, transportation improvements and land use changes stopped or curtailed
 - i.e.. A train wreck
- Fractured governance
 - six states, another country (Canada) and 27 Indian tribes
 - eight US agencies, 12 state agencies, 39 counties, 277 cities
 - 300 water and sewer districts, 170 local water suppliers

Many Regulations and Constituents Influence Salmon Recovery Projects



Salmon Recovery Scorecard



Goal: Restore salmon, steelhead, and trout populations to healthy and harvestable levels and improve habitats on which fish rely.

Customer: To protect an important element of Washington's quality of life

- We will have productive and diverse wild salmon populations.
- We will meet the requirements of the Endangered Species Act/Clean Water Act.

Processes:

Our habitat, harvest, hatchery, and hydropower activities will benefit wild salmon.

- Freshwater and estuarine habitats are healthy and accessible
- Rivers and streams have flows to support salmon.
- Water is clean and cool enough for salmon
- Harvest management actions protect wild salmon.
- Enhance compliance with resource protection laws.



Collaboration: We are engaged with citizens and our salmon recovery

- We will reach out to citizens
- Salmon recovery roles are defined and partnerships strengthened.

Financial and Infrastructure: Our building blocks for success include

- Achieve cost-effective recovery and efficient use of government resources
- Use best available science and integrate monitoring and research with planning and implementation
- Citizens, salmon recovery partners and state employees have timely access to the information, technical assistance, and funding they need to be successful.

Summary: Top-to-Bottom Strategy Alignment Unleashes Full Organization Potential

- The Corporate Strategy is communicated to business units and agencies through key themes, opportunities for integration and synergies, and shared measures
- Cooperation and greater synergy between business units, staff and shared service functions, and across diverse organizational units becomes formalized through the Scorecard

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- Focused Organization
 - **EVERYONE'S** JOB
 - Strategic Awareness
 - Goal Alignment
 - Linked Incentives

EXECUTIVE **LEADERSHIP**

- CEO Sponsorship
- Executive Team Engaged
- "New Way of Managing"
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CONTINUAL PROCESS

- Linked to Budgeting
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- Learning Process

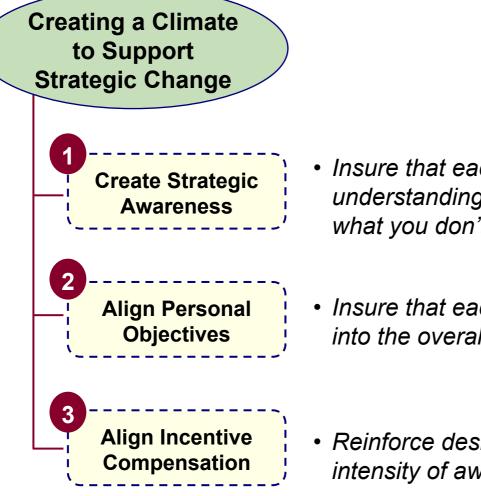
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Principles of the Strategy Focused Organization: MAKE STRATEGY EVERYONE'S EVERYDAY JOB

HR Processes Are Essential for Moving Strategy From the Top to the Bottom



Making Strategy Everyone's Job



- Insure that each individual has sufficient understanding of the strategy (You can't execute what you don't understand)
- Insure that each individual knows where they fit into the overall game plan

• Reinforce desired behavior and increase intensity of awareness

USM&R Strategic Themes ...

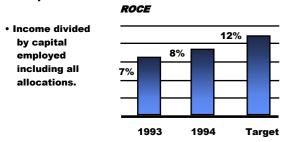
will guide us to our vision and are defined above each graph.

USM&R Strategic Measures

that will keep us focused on achieving **USM&R's strategic themes are** explained in the graphs and the bulleted text accompanying them.

Financially Strong

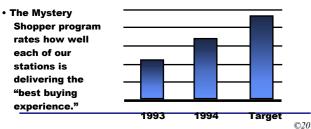
Reward our shareholders by providing a superior long-term return which exceeds that of our peers.



Delight the Customer

Understand our consumers' needs better than anyone and offer them products and services which exceed their expectations.

Mystery Shopper

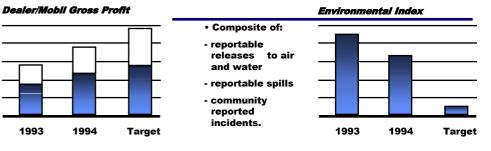


Win/Win Relationship

Improve Dealer/Wholesale Marketer profitability through customer-driven products and services and by developing their business competencies.

Good Neighbor

Protect the health and safety of our people. the communities in which we work, and the environment we all share.



Safe & Reliable

Total profit

earned at Mobil

outlets and split

dealers/whole-s

ale marketers

and Mobil.

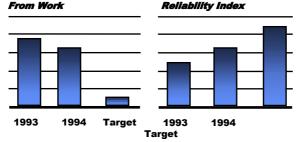
between our

Maintain a leadership position in safety while keeping our refineries fully utilized.

1993

Manufacturing

USM&R Davs Away From Work



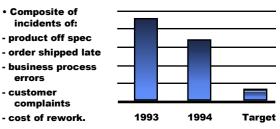
Competitive Supplier

Provide product to our terminals at a cost equal to or better than the competitive market maker.

On Spec On Time

Provide quality products supported by quality business processes that are on time and done right the first time.

Quality Index



Motivated & Prepared

Develop and value teamwork and the ability to think Mobil, act locally.



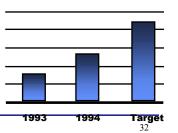




Target

ved.

Climate Survey



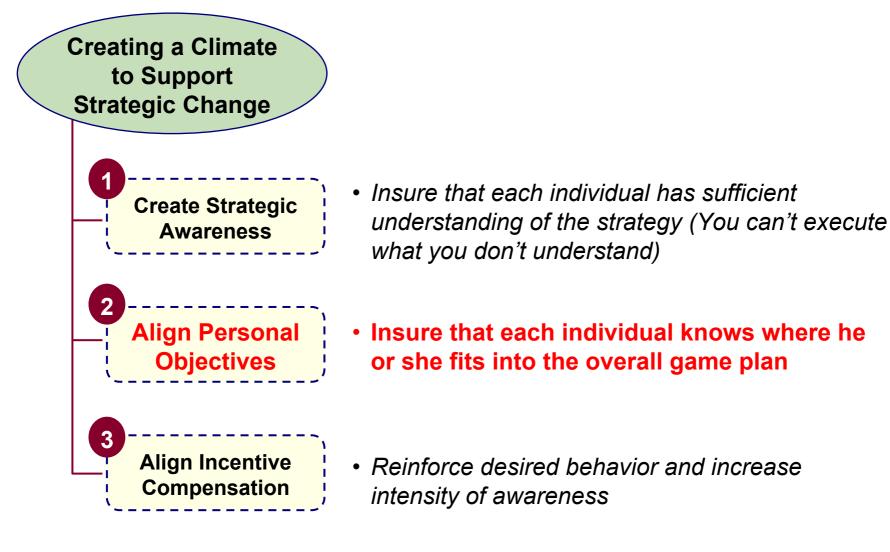
Our cost to deliver product to the terminal vs. lowest cost provider.



Employee Innovations: Mobil SpeedpassTM

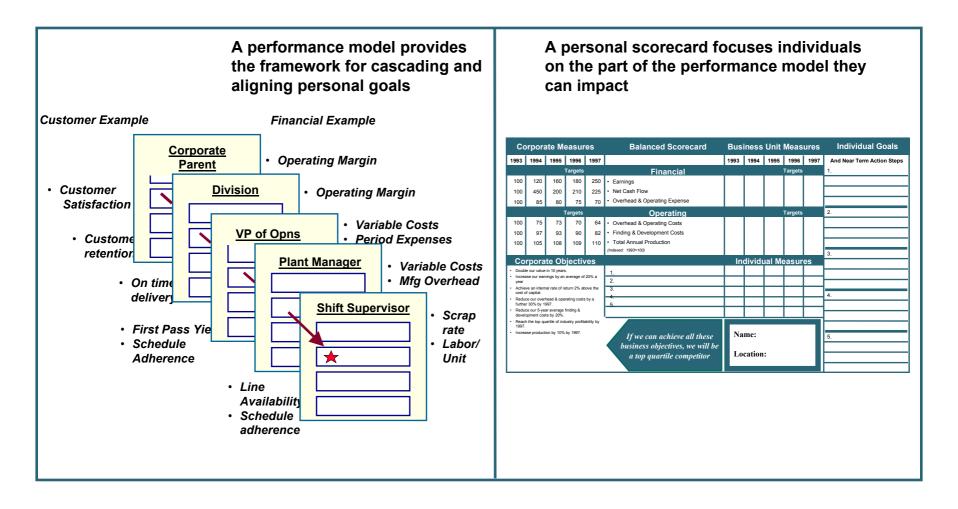


Making Strategy Everyone's Job

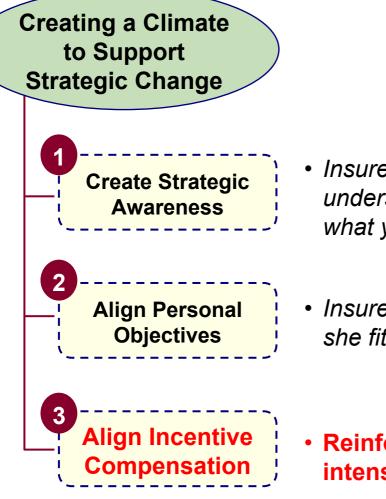


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Ultimately, Team and Individual Goals and Objectives Are Aligned to the Strategy



Making Strategy Everyone's Job



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- Insure that each individual knows where he or she fits into the overall game plan

Reinforce desired behavior and increase intensity of awareness

Mobil USM&R Incentive Plan

	Poor	Average	Best-in Industry
Base Pay	90%	90%	90%
Corporate Award (Return-on-Capital, Earnings Growth)	0-1	3-6	10
USM&R/SBU			
M&R (30%) SBU (70%)	0	5-8	20
Total Pay (% of Market)	<u>91%</u>	<u>98-104%</u>	<u>120%</u>

Linking Compensation to the Balanced Scorecard

Experience with successful BSC users indicates that linking the BSC to incentive compensation is essential to success

Executive Perspectives

"People got that scorecard out and did the calculations to see how much money they were going to get. We could not have got the same focus on the scorecard if we didn't have the link to pay."

Brian Baker, Mobil

"It would be hard to get people to accept a totally different way of measurement - which the BSC is - if you don't reinforce that change through incentive compensation."

Gerry Isom, CIGNA

Supported by Research

Mercer survey of compensation practices in 214 companies (1999)

 88% of responding companies consider the use of balanced scorecard measures linked to reward systems to be effective.

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Strategic Awareness

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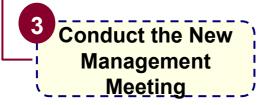
Making Strategy a Continual Process

Imbed the Strategy in Ongoing Management Processes



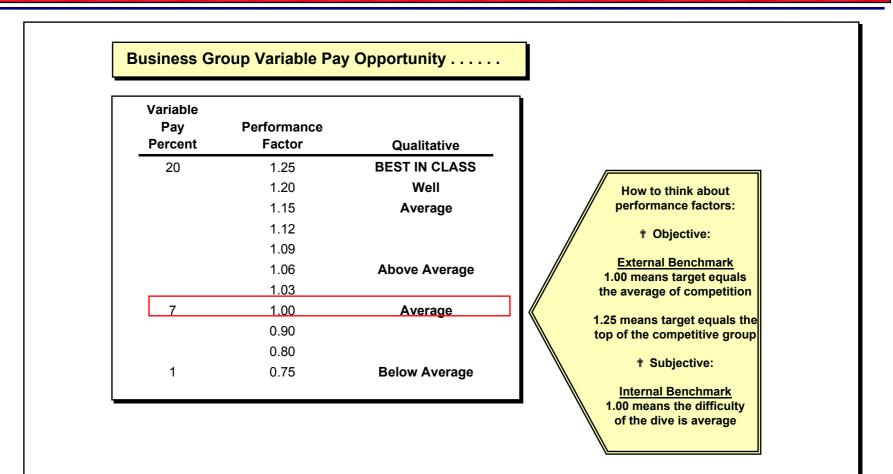
 Establish stretch targets; Select initiatives, Align operational improvement programs (TQM, Six Sigma, Activity Based Management); Allocate resources to projects

Introduce the New Reporting System • Develop systems for data collection, analysis, and reporting



• Open discussion of performance shortfalls; team problem-solving; adapting and learning

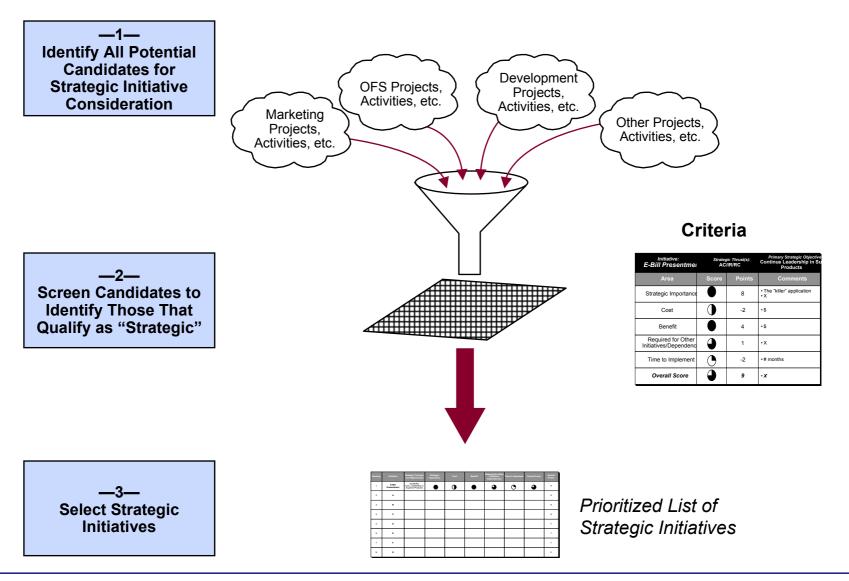
Mobil NAM&R: Setting Targets and Performance Factors



Achieving Stretch Target Performance May Require

- Strategic Initiatives
- Capital Investments
- New Products/Services
- New Customers
- New Regions
- New Partners

The Scorecard Process Provides Rigor for Selecting and Managing Initiatives



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Using the BSC to Link Strategy to Operational Management

Activity-Based Costing

- Cost of Internal Processes
- Customer Profitability

Shareholder Value

- Explicit Value Proposition
- Path for Revenue Growth Strategy

Quality Programs

- Link to Customer and Financial Outcomes
- Identify New Processes; Set Priorities
- Integrated Strategic Management Approach

BSC Adds to Total Quality Programs

- Explicit Causal Links from Operational Improvements to a Customer-Based Value Proposition
- Explicit Linkages to Productivity Enhancements and Financial Outcomes
- Identify Entirely New Processes for Improvement
- Set Priorities among Processes to Improve

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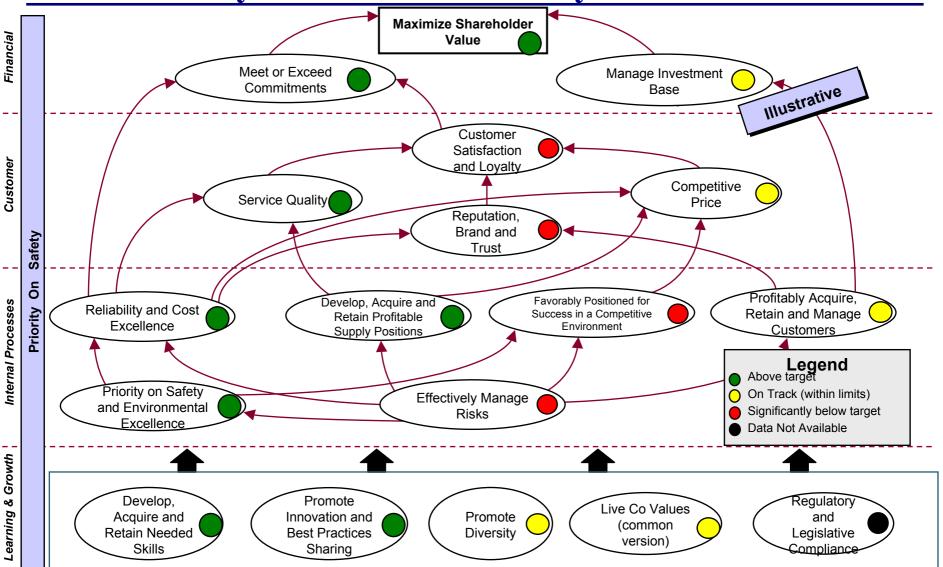
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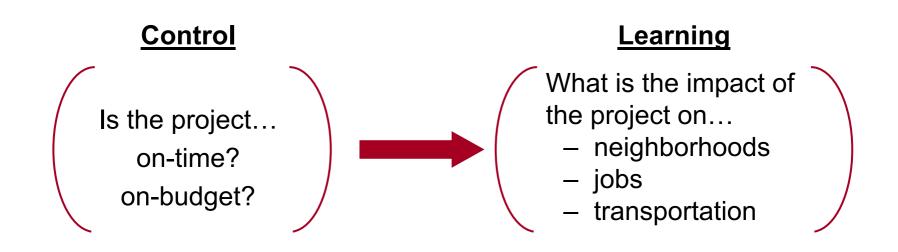
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Reporting and Feedback: Monthly Scorecard Summary

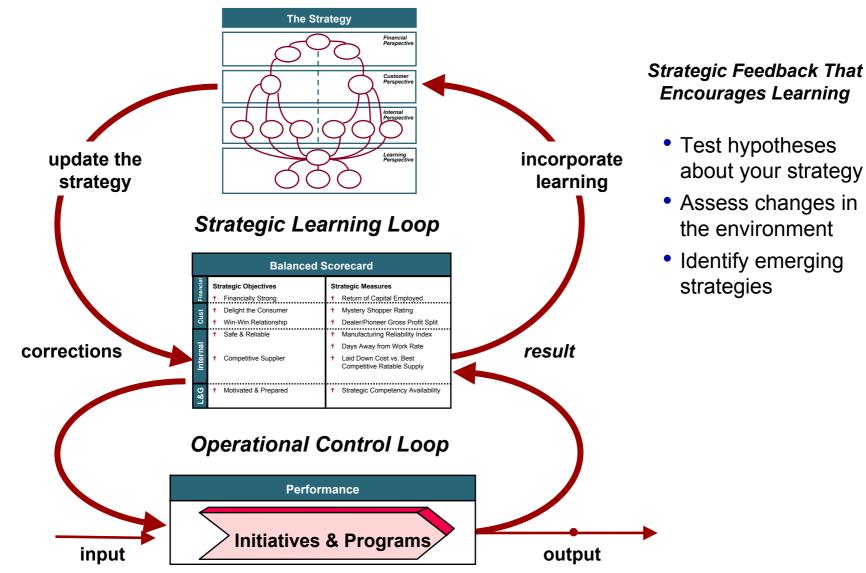


The New Management Meeting: Strategic Learning Replaces Control

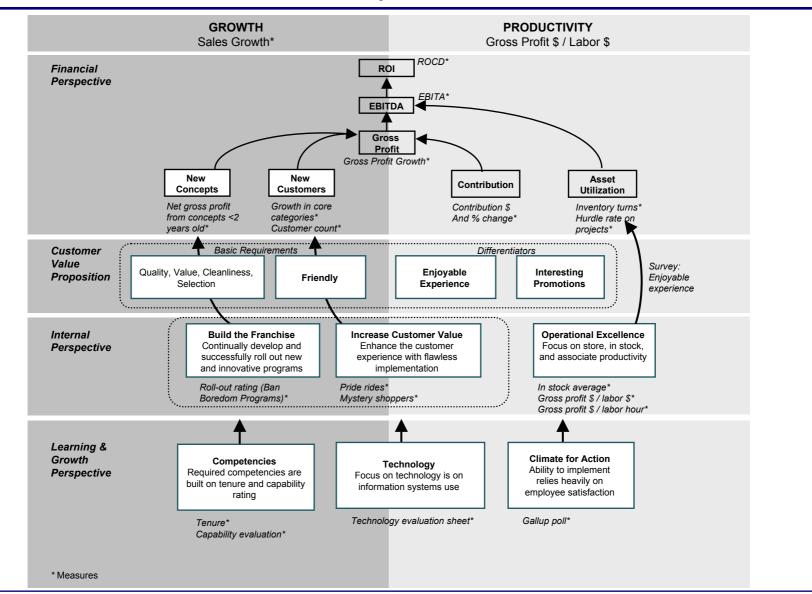
The Shift In Focus (At City of Charlotte)



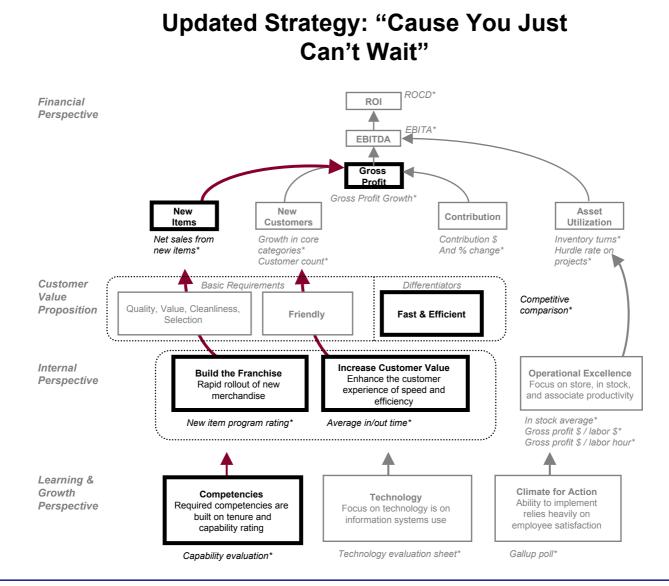
Effective Strategic Management Is Based Upon a "Double Loop" Learning Approach



Store 24 Introduced an Innovative Strategy to Build Customer Intimacy: "Ban Boredom"



Testing the Strategy in Real Time Leads to Strategic Learning



* Measures

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To Succeed, the Executive Leader Must be Engaged in the Strategic Change Process...



"A successful Balanced Scorecard program is a transformation process not a "metrics" project."

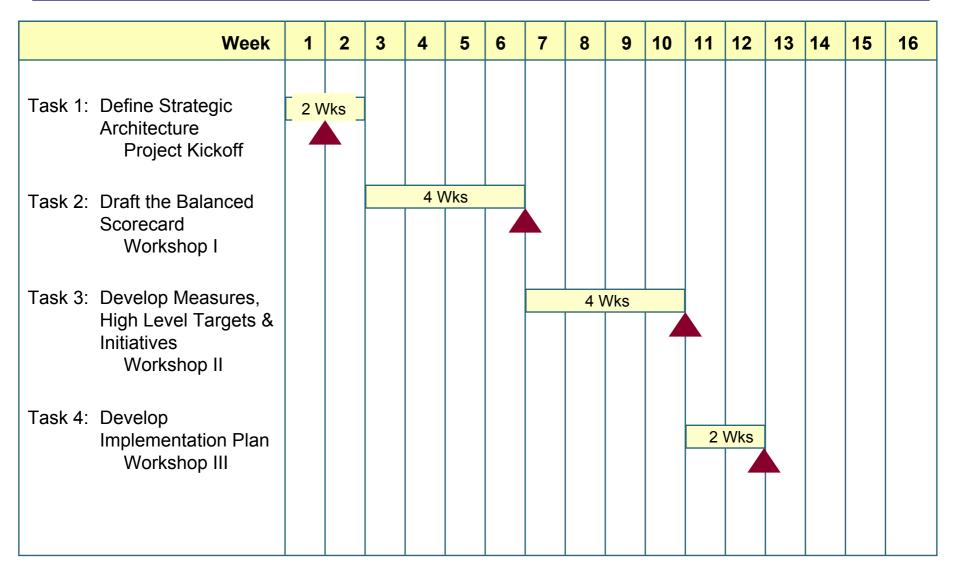
Pitfalls

- Middle Management Team: Lack of Senior Management Commitment ("Bacon and Eggs Breakfast")
- Done Only by One or Two Individuals
- Held at the Top: For Senior Management Only
- Too Long a Development Process: "Best Becomes the Enemy of the Good"

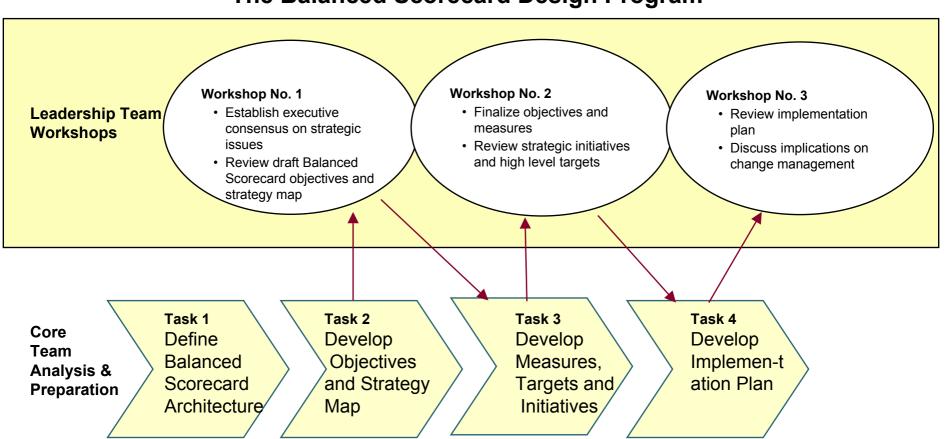
"Just Do It!"

- Treating the Balanced Scorecard as a Systems Project
- Just a "checklist" for compensation purposes (the 4 P's)

Typical Balanced Scorecard Project Schedule

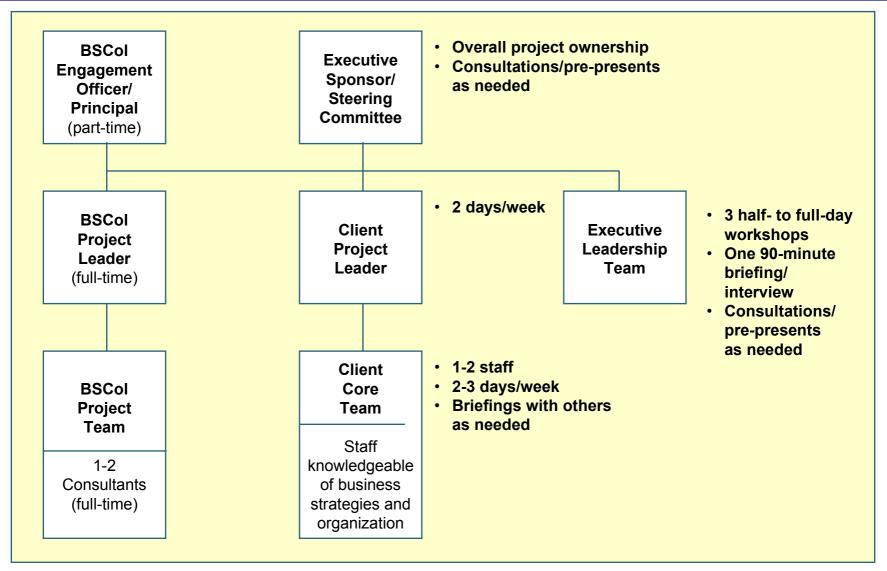


An Effective Balanced Scorecard Development Process Encourages Focused Participation by Leadership Team and Leverages Knowledge Within the Organization

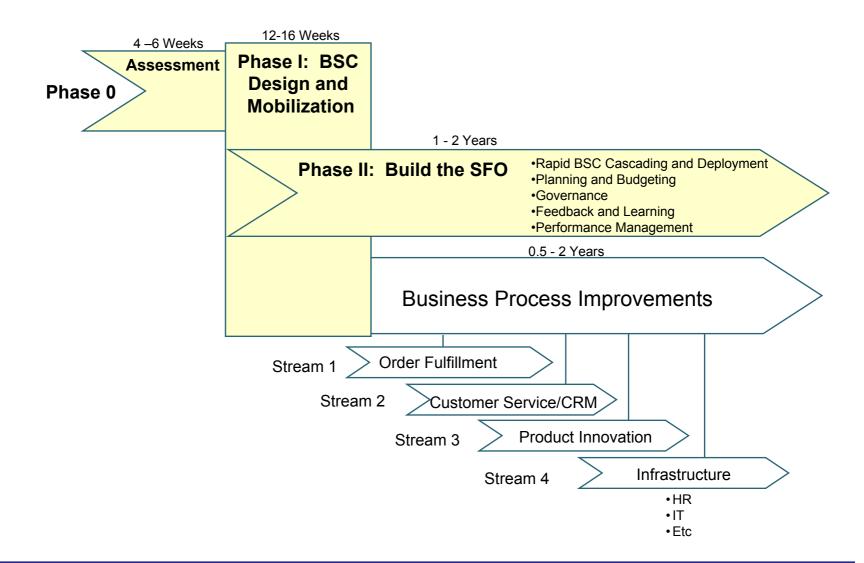


The Balanced Scorecard Design Program

Balanced Scorecard Project Team



BSCol's Framework for Building the SFO



How are Organizations Doing on the Journey?

A survey of online members of the BSCol: 500 responses; 250 reported, "Yes, we have BSC." 50% of these: too early to tell about impact.

Of the 125 who had sufficient experience with the program:

Achieved breakthrough results	15%	(n = 19)
Some progress	64%	(n = 80)
No or limited results	21%	(n = 26)

What Separates the Winners from the Losers?

	Breakthrough Results	Some Progress	No Results
Executive Team has created a			
sense of urgency	84%	53%	20%
Strategy translated to a strategy			
map and Balanced Scorecard	84%	41%	0%
Corporate/Business Unit			
measures are linked & aligned	72%	39%	0%
Employees are aware of the			
strategy	56%	32%	0%
Individual and team goals are			
aligned with the strategy	42%	26%	0%
The BSC is an integral part of the			
strategic planning process	100%	40%	0%
The budget is driven by the			
strategy	42%	29%	0%

Based On What You Have Learned in This Conference, Rate Your Organization's Readiness to Execute Its Strategy

EXECUTIVE LEADERSHIP

- CEO Sponsor
- Executive Team Engages
- "New Way of Managing"
- Accountable for Strategy
- A Performance Culture

EVERYONE'S JOB

- Strategic Awareness
- Goal Alignment
- Linked Incentives

TRANSLATE STRATEGY

- Mission / Vision
- Strategy Maps
- Balanced Scorecard
- Targets
- Initiatives



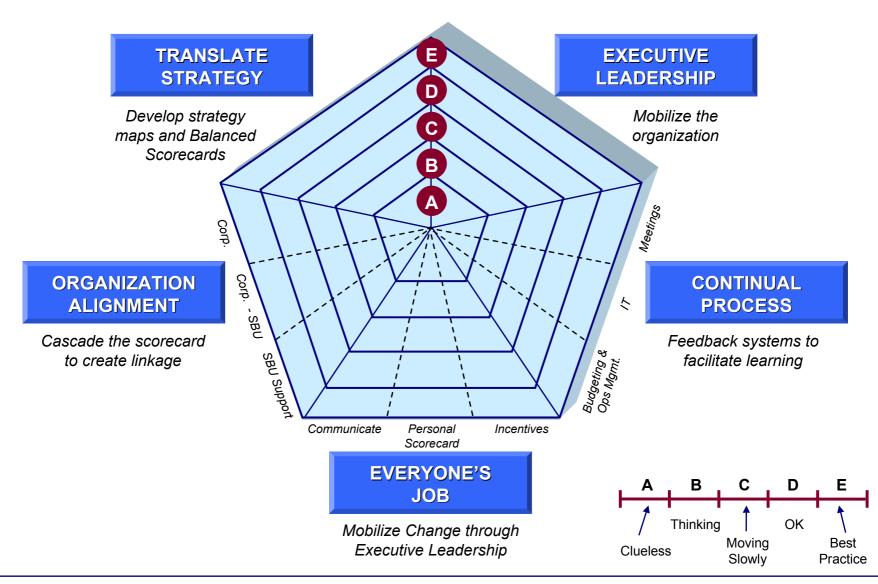
ORGANIZATION ALIGNMENT

- Corporate
- Corporate SBU
- SBU Shared Services

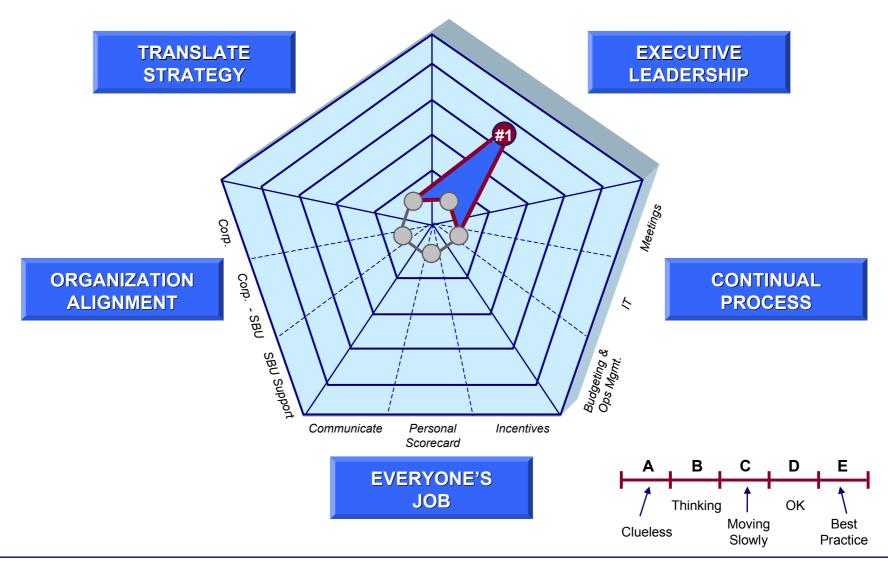
CONTINUAL PROCESS

- Linked to Budgeting
- Linked to Ops. Mgmt.
- Management Meetings
- Feedback System
- Learning Process

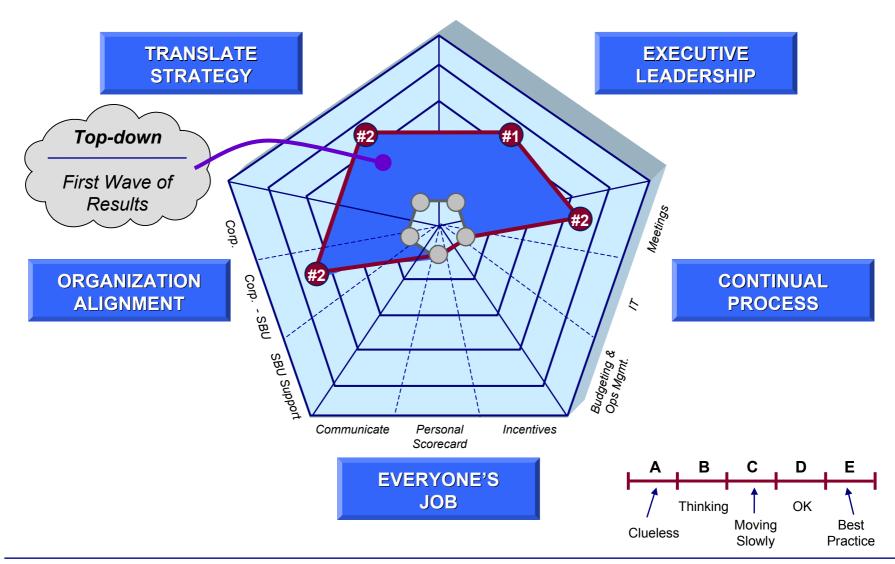
The SFO Readiness Profile: Plot Yourself



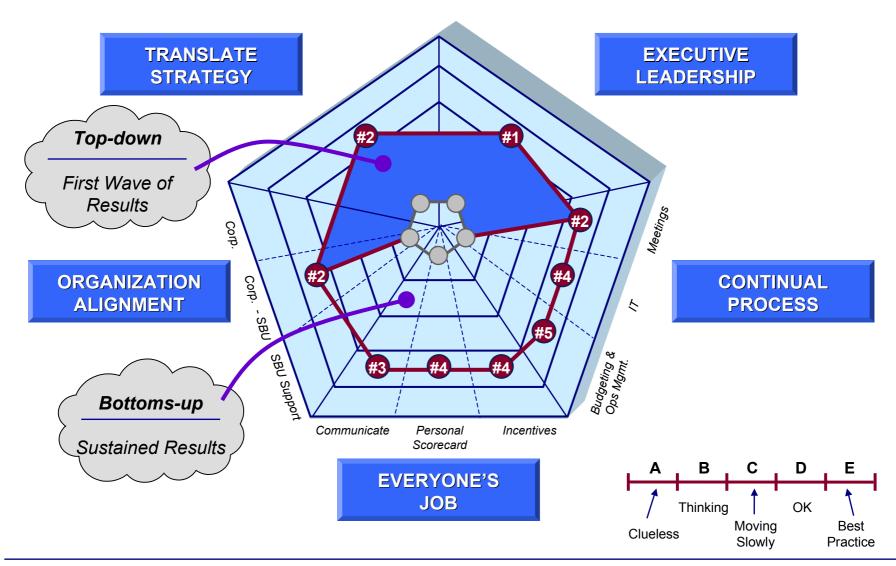
Building the SFO: Some Thoughts on Priority and Sequence



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For further information, visit www.bscol.com

BALANCED SCORECARD COLLABORATIVE

Our Mission:

"To facilitate the worldwide awareness, use, enhancement, and integrity of the Balanced Scorecard as a value-added management process"

ConferencesMembershipResearchConsultingTrainingNetworkingPublicationsCertification