

# Kaed Blong Mekem Rere Wan Bisnis

Mekem bisnis blong  
yu i rere naoia

## JEKLIS



# Kaed Blong Mekem Rere Wan Bisnis Mo Rod Blong Folem.

## Long Ol Difren Rod

Blong mekem rere wan plan blong bisnis – hemi no had tumas olsem bae yu tingbaot! Igat ol samting bae oli kamap long ol difren kaenkaen samting olsem, bigfala etkwek, flad, paoa blong laet i kamaot, o samtaem bae yu no save stap o wan gudfala memba blong wan long ol wokman blong yu. Mekem rere long wan plan blong bisnis blong i givhan long yu blong kipim ol samting i gohed nomo mo ron gud nating long wan taem we wan samting i kam antap.

Taem yu mekem plan fastaem hemi givim Janis long yu blong yu save rikava kwiktaem. Sapos bisnis blong yu i smol o i bigwan lelebet mo yu faenem i had blong mekem wan taem blong finisim wan plan, bisnis plan ya nao mifala i wokemaot blong givhan lo yu ya nao.



## Ol mining blong ol toktok

**Prodak:** Wanem yu stap salem lo bisnis blong yu.

**Seves:** Infomesen we yu stap salem lo bisnis blong yu.

**Aset:** Ol samting blong bisnis blong yu we i gat faliu.

**Flexibol tingting:** Mekem tingting blo yu hemi open.

**Disrupsen:** Ol samting we oli save stopem bisnis blong yu hemi gohed gud.

**Ivakuesen:** Muv e ko long wan narafala ples long taem blong wan disasta

**Relocate:** Muv e ko long wan narafala ples afta long wan disasta

**Majoriti:** Ko plante long ol samting

**Impaktem:** Ol gud mo nogud samting

**Insurens:** Okanaeesen we hemi save givhan long bisnis blong yu blong kam gud bakaken sapos bisnis blong yu e bin kasem sam damej long taem blong disasta.

## Bifo yu stat

- Daonlod template plan long [www.vcci.vu/vbrc/business](http://www.vcci.vu/vbrc/business)
- Kam long Jemba blong Komes mo tok tok witim mifala long bisnis plan blong yu



# 1. Ol men prodak mo/o ol seves

Yu stat blong finisim templet plan blong yu. Folem wanwan step mo lukaot ol aekon long botom blong pej blong gaedem yu long relevan seksen blong plan blong yu. Ol ki prodak/ o seves i difaenem pepos blong bisnis blong yu o okanaesesen blong yu, o provaedem majoriti blong income blong yu.

## Ol Ki kwesten blong save:

- Bisnis blong yu hemi abaot wanem?
- Wanem nao ol prodak blong yu mo/o seves?
- Wiswan long olgeta hemi kritikol blong mentenem esensol kastoma rilesensip?
- Wanem prodak mo/o sevis we bambae i save stopem yu blong dilivarem mo stil gohed blong operet?



### Eksampol: Ol men prodak/seves blong café

Praeoriti 1: Makem wan gudfala kofi

Praeoriti 2: Mekem wan gudfala kakae

Praeoriti 3: Eksepsonol kastoma seves

Prokres blong yu



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## 2. Ol wokman blong yu

Ol man nao oli impoten aset blong yu. Oli save gudfala skil mo save, mo holem ki blong ol rilesensip, mo save provaedem wan hae level blong fleksibiliti long bisnis blong yu. Long taem blong wan disasta, ol wokman blong yu oli save mekem difrens long medel blong sakses mo felia.



- ✓ Yu tokabaot wetem ol wokman blong yu wanem samting nao we maet hemi minim long bisins blong yu o any samting we bae i save kosem atak o komitmen we i save impaktem avelebeliti blong olgeta biaen long wan disasta o wan distebens.
- ✓ Enkarejem ol wokman blong yu blong tekem difren step blong mekem rere wanwan from eni emejensi.
- ✓ Tingabaot blong kipim ol samting long wok blong sapatem ol wokman blong yu biaen long wan disasta (eksampol. Kakae we i drae, wota blong emejensi, klosis blong usum long taem blong emejensi, BBQ, etc).
- ✓ Yu soemaot ol emejensi evakuesen plan wetem ol wokman blong yu.
- ✓ Yu putumap ol kontak blong ol wokman mo narafala samting, mekem sua se ol kontak ya oli ap tu det.

### Advaes

Bukum taem wetem ol wokman blong yu blong tokabaot kaed ya mo komplitim templet plan blong yu.

# 3. Impoten rol mo seves

Wanem wok long bisnis blong yu hemi ki blong dilivarem ol men prodak mo/o seves we aedentifaem long Step 1?

## Ol Ki kwesten blong save:

- Wanem nao ol esensol task blong dilivarem ol core prodak blong yu mo/o seves?
- I gat eni task we hemi nidim wan man we i gat plante skil mo save, i kwalifae o gat laesens?
- Bae i save gat ol narafala man insaed o aotsaed long bisnis blong step insaed blong finisim wok ya?
- I gat eni narafala proses blong bisnis we i rikwaerem otoriti – olsem wan faenans delikesen? I gat ol wanwan poen blo felia spos yu aedentifaem ol ki pesonal, ikwipmen o saplae we jenis i nogat, hemi ol risk we yu nidim blong adresem.
- Yu konsiderem ol cros trening memba blong tim blong yu, ademap imfomesen ya ananit long Step 3 blong templet plan blong yu.




# 4. Impoten ekwipmen

Wanem tul, ekwipmen mo ol teknoloji oli nidim blong dilivarem ol men prodak mo/ol seves we yu talemaot long step 1?

## Ol Ki kwesten blong save:

- Yu rilae long wan ekwipmen we I spesel? Sipos ies, hemi save gat jenis blong hem isi nomo, mo bae I tekem taem olsem wanem blong tekem wan narawan?
- Yu save tekem jenis blong hem long wan lokol stoa, o borowen o haerem long wan narafala sos?
- I gat narafala ekwipmen we yu save yusum long ples blong hem?
- Yu gat wan lis we hemi ap tu det blong ol oltenetiv ekwipmen opsen?



Flexibol tingting blong yu hemi impoten long eni disrupsen.

Prokres blong yu



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# 5. Impoten saplae

Wanem nao ol risos mo ol saplae yu nidim blong krietem mo dilivarem ol men prodak mo/o seves we yu talemaot long Step 1?

## Ol Ki kwesten blong save:

- Hu nao I saplae ol risos blong yu save provaedem semak risos ya?
- Igat eni oltenetiv prodak we I save riplesem long proses blong yu?
- Igat eni saplae we I tekem longfala taem blong kasem yu? Yu listim daon ol esensol risos, ol saplae mo oltenetiv saplae opsen.

Ademap infomesen ya ananit long step 4 long templet plan. Raetem daon ol ikwipmen we oli impoten blong dilivarem ol core prodak mo/o seves, mo ol opsen blong karem ol jenis blong ol ekwipmen ya. Ademap infomesen ya anda long step 5 long templet plan blong yu.



Prokres blong yu



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# 6. Ki kastoma / klaen

Hu nao hemi ki kastoma / klaen blong yu, mo wanem nao samfala opsen blong karem ol prodak o seves I go long olgeta?

## Ol Ki kwesten blong save:

- Wiswan kastoma/klaen nao i provaedem yu wetem plante inkam blong yu?
- Wiswan kastoma/klaen i gat strong rilesensip wetem bisnis blong yu?
- Wiswan kastoma/klaen i stap dipen long prodak o seves blong yu? Oli gat narafala saplae opsen?
- Olsem wanem nao bambae yu mentenem kontak wetem olgeta?
- Wanem nao sam narafala rod blong mekem ol opsen blong pem ol samting?



Prokres blong yu



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# 7. Rilokesen opsen

Samfala disrapen i save minim se yu nomo save gohed wetem bisnis long ples we yu stap long hem. Wanem we yu mas tingabaot sipos bisnis blong yu i nid blong i muv go long narafala ples, nating we blong sofala taem nomo?

## Ol Ki kwesten blong save:

- Lokesen blong bisnis blong yu hemi impoten tumas, sipos ies, forom wanem?
- Yu save serem yad o ples wetem wan narafala bisins?
- Yu save wok long hom blong yu nomo, o yu lisim wan ples blong sofala taem nomo bae i gud?
- Olsem wanem nao bambae yu wok blong riloketem bisnis bageken sipos i nid blong yu mekem.
- Ples we yu riloket long hem hemi isi mo ol man we oli handikap oli save kam long hem?
- Yu kat wan kontak lis blong rilokesen opsen blong yu?



Yu listim daon sam gudfala opsen blong lokesen blong bisnis blong yu. Yu notem daon eni advantej o disadvantej wetem wanwan opsen. Ademap infomesen ya ananit long step 7 long templet plan blong yu.

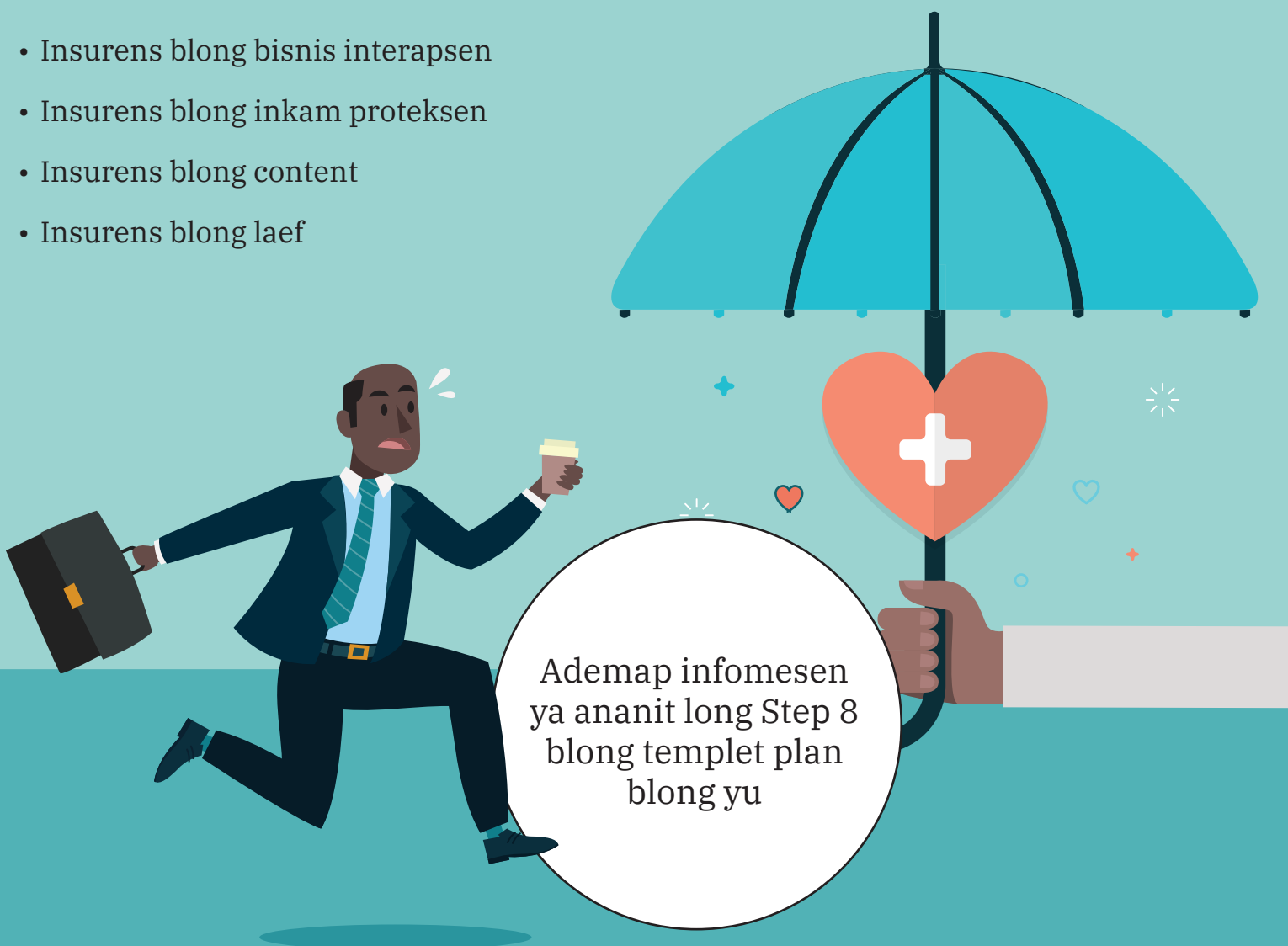
# 8. Insurens rikwaemen

I gat ol difren fom blong bisnis insurens we i save givhan blong impruvum ol Janis blong bisnis blong yu blong laef I stap long taem blong wan disruptsen. Samfala kaen blong insurens we yu wantem blong tingabaot:

- Insurens blong bisnis interapsen
- Insurens blong inkam proteksen
- Insurens blong content
- Insurens blong laef

## Ol Ki kwesten blong save:

- Insurens polisi blong yu i stret long ol nid blong bisnis blong yu?
- Yu gat inaf mane mo insurens kava blong klos smol taem nomo o operet long moa rikod long insurens polisi taep blong yu, provaeda o namba.



Ademap infomesen  
ya ananit long Step 8  
blong templet plan  
blong yu

# 9. Delikesen blong otoriti

Hu nao i save step insaed blong ranem bisnis blong yu mo mekem ol ki disisen long ples blong man we i onem o maneja? Mekem disisen blong pasem otoriti mo tekem aksen fastaem bambae i givhan blong priventem disrapsen long bisnis.

## Ol Ki kwesten blong save:

- Hu i save ranem bisnis taem mi no stap?
- Hu i save mekem stratejik disisen, oda blong saplae, pem ol bil blong ol wokman, apdetem websaet, aksesem intalektol propeti etc...?
- I gat eni asisten Maneja, tim lida o famle memba we i save kam insaed?
- Yu toktok wetem olgeta blong mekem sua se ol samting we yu ekspektem oli mekem
- Sikim wan likel advaes – wan wan man hemi maet nidim paoa blong atoni blong operet long bihaf blong hem
- Mekemsua se ol ki pipol oli save abaot plan blong yu mo blong folem proses. Wanem infomesen yu nidim blong bakemap mo wanem ol proses yu gat i stap blong mekem sua ol rikod bae i no save lus?

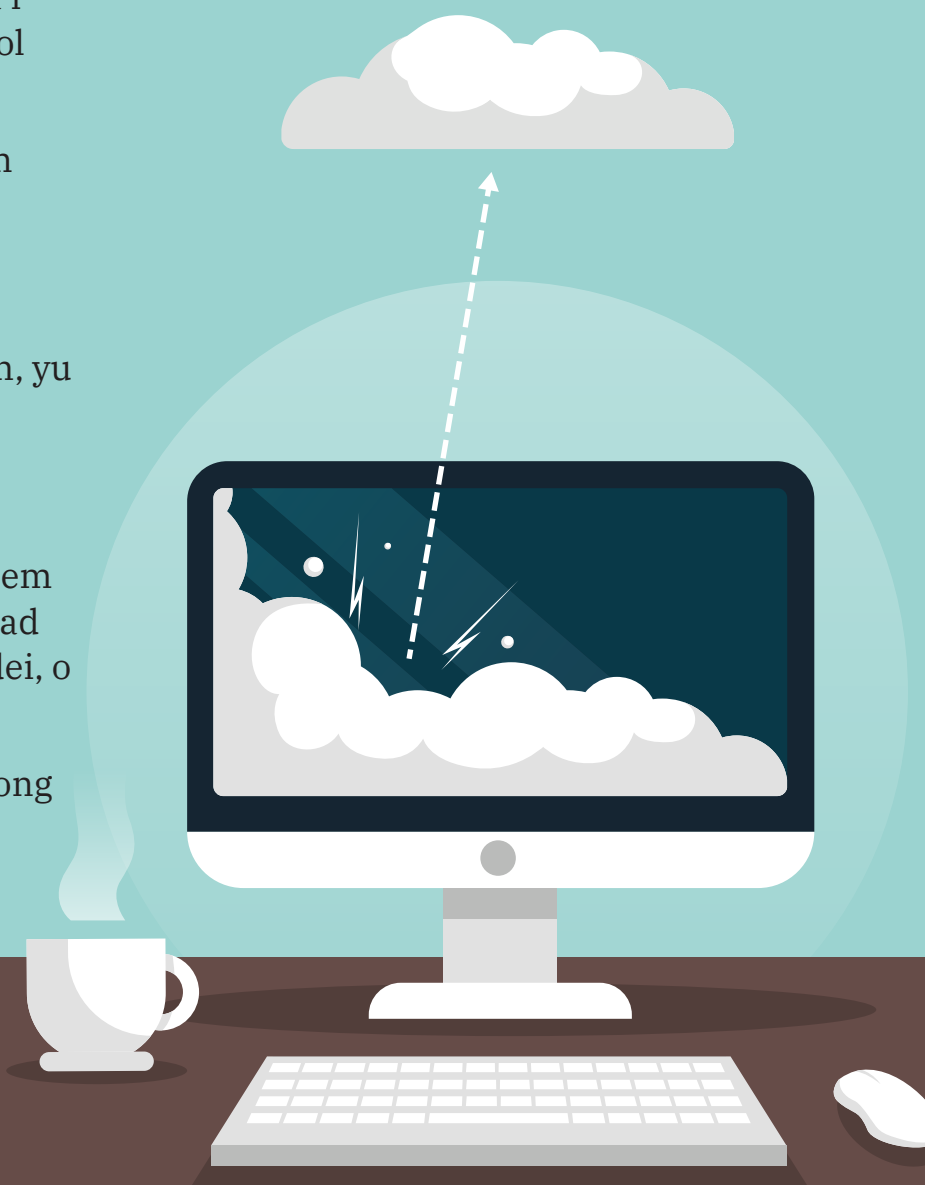


# 10. Lukaotem gud ol rikod blong yu

Wanem kaen infomesen mo rikod yu nidim blong lukaotem gud?

## Ol Ki kwesten blong save:

- Wanem kaen infomesen mo rikod yu nidim blong lukaotem gud? Hemia i inkludum rikod blong ol kastoma, ol akaon, ol imel, kontak lis, etc..
- Yu dipen lo rikod long pepa? Olsem wanem nao bisnis blong yu i save gohed sipos yu lusum ol impoten bisnis dokumen blong yu?
- Sipos komputa blong yu i brokdaon, yu save aksesem data blong yu iet, inkludim bisnis plan blong yu we i gohed samples bakeken?
- Yu konsidarem ol ofsaet bakap, olsem onlaen storej long klaod, potebol had draev we yu tekem go lo haos evridei, o profesenal bakap seves?
- Olsem wanem nao ol rikod i nid blong bakap?



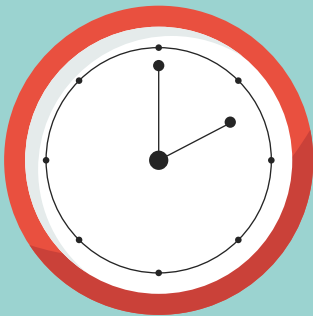
# 11. Sevem Plan ya

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Hemi impoten se plan ya hemi avelebol long evri ki wokman, mo i aksesibol long plante wei we i posibol. Sevem bisnis plan blong yu long plante ples we yu save aksesem long difren wei.

## Ol Ki kwesten blong save:

- Sevem kopi long komputa blong yu
- Printim wan kopi mo kipim long ples we i sef, mo i isi blong aksesem.
- Storem kopi onlaen
- Imelem PDF blong plan long ol ki Wokman blong yu mo enkarejem olgeta blong sevem samples oflaen
- Sevem wan kopi long smatfon blong yu blong bambae yu gat wan oflaen kopi taem yu aot lo ofis i go samples.



**Konkratulesen!**

Naoia yu save gat  
bisnis plan blong yu  
long saed blong  
mekem rere!

Prokres blong yu



# Praktisim Plan ya



Hemia samfala plan we yumi save tingabaot long nekis step:

- Setemap det blong praktisim plan blong yu
- Dvelopem wan sinario – eksampol, wanem step bambae yu tekem folem wan etkwek sipos wan ki manejmen wokman blong yu i no save kam long wok?
- Karem ol tingting long ol wokman blong yu. Wanem nao i gohed gud? Wanem nao i nidim impruvmen? Mekem eni neseseri prosija, apdetem plan mo setemap wan det blong nekis sesen.
- Jekem se yu gat tu ol det blong praktisim emejensi prosija, olsem faea evakuesen mo etkwek respons
- Inkludim apdet plan long proses blong yu, olsem taem yu tekem wan niu man o jenisim saplaea.

## Moa Sapot?

Blong moa sapot long bisnis mekem rere o givham wetem plan plis kontaktem Vanuatu Bisnis Resiliens Kansel tim long Vanuatu Jemba blong Komes tru long imel **information@vcci.vu**, or kolem mifala long **+678 27543** or **+678 7123679**.

