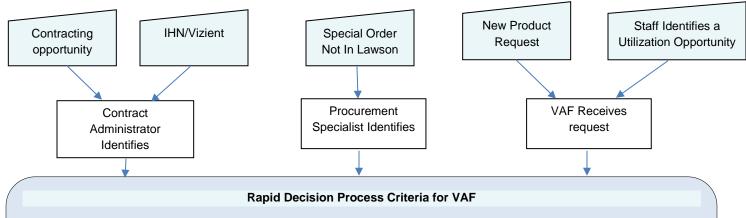
## **Value Analysis Process Flow Chart**





- Replacement of item that is no longer available
- Expansion of current product line (Size)?
- Used by one department only (must be confirmed for approval by the VAF)

If the product does not meet one of the Rapid decision criteria the information is forwarded to the VAC Chair

VAF initiates documentation process and Initiative is assigned to a VA Team for Evaluation

VAF sends Product Request to Contract Manager and Materials Manager, Inventory Manager. Initial Product Request: The **Project Manager** will be identified and start with Box 1 below "Initial Vendor Contact".

## **INITIAL VENDOR CONTACT**

- 1. PROJECT MANAGER: Contract Manager (if applicable) establishes cost of potential products and potentially obtains samples.
- 2.Contract Manager will provide a complete analysis and annual usage each initiative.
- 3.Distribution and Inventory locations begin to investigate conversion logistics.

- 4.The Product Request is brought to the VA Team meeting.
- 5.VA Team will decide if a trial is necessary or not and/or if the product should move forward. The Team will choose an Initiative Champion if necessary.
- 6.VA Team Initiative Champion identifies stakeholders and gathers input and research to develop objective criteria for evaluation.

- 7.VA team reviews all data for initiative and develops recommendation for approval or declination.
- 8.If approved the Contract Manager will initiate negotiation/contract process.
- 9. Project Manager initiates Conversion Process

Oversight Committee.

Requestor notified on decision whether it is approved or declined. If it is declined there will be an explanation given.