REMOTE OPERATIONS CHECK · ABOUT 15 MINUTES

Can this business run without you?

Whether you already trade in Nigeria or are preparing to, the question is the same: does the business keep working, and can you see what is really happening, while you are thousands of miles away?

In about 15 minutes, you will:

- score how well the business runs without you today
- spot weak people, process, reporting, control and backup arrangements
- turn your three biggest risks into small checks or fixes
- decide what to keep, fix, test further or pause, and whether the business is ready to grow

THE PRINCIPLE

Trust matters, but trust is not a control.

Check whether the business can be run, evidenced and protected while you are abroad. Gaps in controls cost margin long before they show up as a crisis.

USE IT ON YOUR BUSINESS

BUSINESS NAME

CITY / STATE

STAGE ☐ Trading over a year ☐ Trading under a year ☐ Not yet trading

WHO RUNS IT DAY TO DAY?

WHAT I MOST WANT TO IMPROVE

HOURS I CAN SUPERVISE EACH WEEK

Complete the pages in order. Score the business as it runs today, not as you hope it will run.

1 · REMOTE-READINESS SCORE

Score how the business runs today

Score each statement: 0 for no, 1 for partly, 2 for yes. Add all ten for a maximum of 20, then start with your weakest area.

PEOPLE	0	1	2
Each key local role is written down: duties, limits and who covers it.	☐	☐	☐
The people in key roles have shown they can do the job: track record, references or a trial.	☐	☐	☐

PROCESS	0	1	2
Routine work follows written steps, without constant WhatsApp instructions from me.	☐	☐	☐
Quality standards, handovers and escalation points are clear.	☐	☐	☐

VISIBILITY	0	1	2
I can verify sales, stock or service delivery from independent evidence.	☐	☐	☐
I know which numbers and exceptions I need to see each week, including margin.	☐	☐	☐

CONTROL	0	1	2
No one person can request, approve, pay and reconcile a transaction.	☐	☐	☐
Access to money, stock, data and systems is limited to each role.	☐	☐	☐

CONTINUITY	0	1	2
There is cover for power, internet, equipment, people and supplier failure.	☐	☐	☐
The business can run routine work for 48 hours without me.	☐	☐	☐

Total: _____ / 20

16 to 20
Strong. Keep checking, and prepare for growth.

10 to 15
Fix the weakest controls before adding volume.

0 to 9
Pause new spending until the gaps are closed.

2 · RISK-TO-FIX PLAN

Turn weak points into checks or fixes

Choose the three gaps most likely to lose money, erode margin or make the business impossible to supervise. Write the risk, a small check or fix, and the evidence that would show it worked.

Example: takings may not match the bank → reconcile 14 days of sales records against bank statements → every day's takings traced and any gap explained.

Risk or gap	Small check or fix	Evidence it worked
1.		
2.		
3.		

People and control essentials

- [ ] Each key role is defined before choosing, or keeping, the person in it: relative, friend, employee or contractor.
- [ ] Identity and references are checked; new people do a paid practical task and a short trial.
- [ ] Access to money, stock, customer data, systems and the business name is limited to the role.
- [ ] Requesting, approving, paying and reconciling are split between different people.
- [ ] There is an evidence trail and at least one independent spot check.
- [ ] Cover is ready for ordinary disruption: power, internet, people and suppliers.

Ready to grow? Check the base first

- [ ] I know the margin on each main product, service or branch.
- [ ] I know which costs have risen fastest in the last six months.
- [ ] My reporting would still work at twice today's volume.
- [ ] The next growth step (new branch, product or market) can be tested small before full commitment.
- [ ] Someone other than me can approve routine spending within a set limit.

Check starts: _____ **Check ends:** _____ **Maximum spend:** _____

3 · EVIDENCE DECISION

Decide from evidence, not effort

At each review point, record what happened, what you verified independently and what must change. Then make one decision.

Area	Day 7	Day 14	Day 30
What happened?			
What evidence did I verify?			
What must change?			

My decision

☐ Keep as is ☐ Fix ☐ Test further ☐ Prepare to grow ☐ Pause

Evidence behind my decision:

CHOOSE YOUR NEXT STEP

One clear decision to make?

Business Decision Session

£97 until 31 Dec 2026 · £147 from 1 Jan 2027

60 minutes, one to one, using this worksheet and the evidence you have. You leave with a written decision record and next steps.

buildfromabroad.com/business-decision-session

Several weak areas, or a big step ahead?

L.A.G.O.S. Business Assessment

From £1,450 · target 2 to 3 weeks

A fuller review of the evidence, people, numbers and controls. Written findings, priorities, an action plan and a debrief.

buildfromabroad.com/business-setup

Know what to fix, need hands in Nigeria?

90-Day Implementation Support

From £1,495 · 90 days

We coordinate the agreed fixes with owners, approvals, reporting and a handover, with local delivery led in Nigeria.

buildfromabroad.com/business-setup

Not sure which fits? Book a free 15-minute call.

Bring your score and your three risks. calendly.com/daviniaed/15min-call · davinia@buildfromabroad.com · scan for how we help owners

Still at the idea stage? Start with the free classes at buildfromabroad.com/starterhub or the Book + Starter Kit (£12.99). Business guidance only: not legal, employment, tax, data-protection or investment advice. Build From Abroad is a trading name of Conceptbox Consulting Limited, company no. 14426371.