



# ACTIONS ON

## Decision Management



• Mission Critical Elements

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### Part 1: Exploration



#### 1. DEFINE THE PROBLEM

Do you understand all of the key issues and stakeholder interests?  
Is more information needed? Ask more of the 'right' questions.



#### 2. BRAINSTORM SOLUTIONS

Open your mind and get creative – this is the time to expand your thinking to brainstorm alternative solutions.



#### 3. COLLATE & REFINE SOLUTIONS

Refine and list viable alternative solutions. Get visual – use a whiteboard to help make connections!



#### 4. RISK FACTORS & CONTINGENCIES

Define the key risks. Then, develop appropriate contingencies for each of the identified key risks.



#### 5. TAKE RESPONSIBILITY

Here's a part that can get missed: commit to taking responsibility for the decision. Circle back to early steps, if needed.



#### 6. DECIDE & TAKE ACTION!

Commit and take the next step. Take action. And humbly back yourself!



#### 7. COURSE CORRECT & REPEAT

Once we have made a decision, we may be required to course correct or even (heaven forbid) withdraw and start again



# ARCS OF FIRE

5 D's Of Delegation



## 1. DO

First, set a clear objective, a clear picture of what 'success' looks like.

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## 2. DON'T DO

Clearly define the boundaries for achieving the objective, i.e. what you don't want to happen.

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## 3. DEPLOY

Provide the resources, support, and tools to get the job done.

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## 4. DEADLINES

Provide any key dates or timings for overall task completion and the key milestones along the way..

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## 5. DE-BRIEFS

Crucially, establish formal and informal feedback loops, to allow communication so that you can quickly evaluate and course-correct, and to help keep the individual or team on target.

