



# DO QUESTIONS

- Who needs to know about this decision?
- What specific steps will need to be taken to implement this decision?
- Who and what resources will you need to get this done?
- Who will be responsible for each step?
- What will the deadlines be for each step?
- How will you be able to monitor progress?
- What potential obstacles might you encounter?
- What will you do to prepare for them?
- How will you communicate this decision and the rollout plan to the various stakeholders?
- When will it be done?
- How will we know that this was a successful decision and that it's done-done?

