PROJECT NAME: Insert Project name here

**Describe the Environment**

1. The text from the DESCRIBE ENVIRONMENT goes in here

**Establish Intent and Objective**

1. The text from the INTENT goes in here
2. The text from the OBJECTIVE goes here

**Create Options**

1. The text from OPTION 1 goes in here
2. The text from OPTION 2 goes in here
3. The text from OPTION 3 goes in here



**Identify Opportunities and risks**

1. The text from OPTION 1 goes in here
	1. Opportunities
		1. Text from Option 1 opportunities goes here
		2. Text from Option 1 opportunities goes here
		3. Text from Option 1 opportunities goes here
		4. Text from Option 1 opportunities goes here
	2. Risks
		1. Text from Option 1 risks goes here
		2. Text from Option 1 risks goes here
2. The text from OPTION 2 goes in here
	1. Opportunities
		1. Text from Option 2 opportunities goes here
		2. Text from Option 2 opportunities goes here
	2. Risks
		1. Text from Option 2 risks goes here
		2. Text from Option 1 risks goes here
3. The text from OPTION 3 goes in here
	1. Opportunities
		1. Text from Option 3 opportunities goes here
		2. Text from Option 3 opportunities goes here
	2. Risks
		1. Text from Option 3 risks goes here

**Decide and Develop best option**

1. The preferred options is: [INSERT PREFERRED OPTION HERE]
2. Insert weighting matrix here
3. Insert voting summary here
4. Insert NPV summary here

**Execute and Evaluate**

1. Decision meets the intent
2. Decision achieves objective
3. Decision aligns with values
4. Authorised by:
	1. Insert name
	2. Insert position
	3. Insert date