PROJECT NAME: Insert Project name here

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Description automatically generatedDescribe the Environment**

1. The text from the DESCRIBE ENVIRONMENT goes in here

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Description automatically generatedEstablish Intent and Objective**

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

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Description automatically generatedCreate 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

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**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

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Description automatically generatedDecide 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

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Description automatically generatedExecute 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