

# DEFINING DECISION RIGHTS

*Eliminate drama, and wasted time and energy, by defining clear decision rights. No decision right is fundamentally better than another. Conscious leaders get present and consider which decision right will most serve the situation, circumstance, and team.*

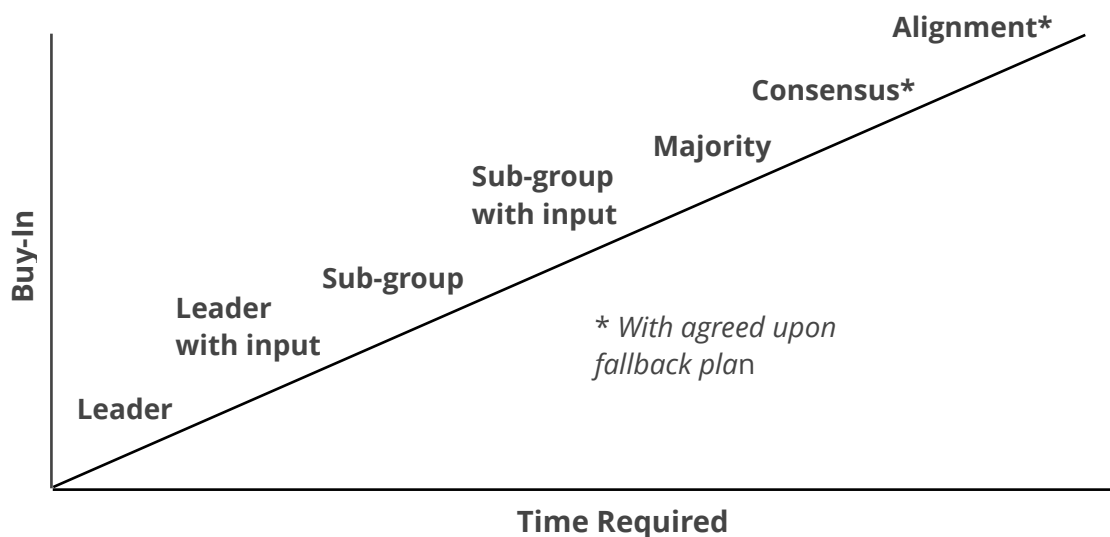
## Step 1: Identify if there is a decision to be made

## Step 2: Clearly articulate the decision

## Step 3: Determine the importance of time and buy-in by answering these

- How much **time** do you have?
- How **important** is the issue?
- How much **stakeholder buy-in** do you need?
- Who has the **information** and **expertise** needed?
- How **capable** and **experienced** are the decision-makers?
- What is the decision right that could **strengthen the team**?

## Step 4: Choose a decision right (based on answers from step 3)



*See next page for descriptions of each decision right*

## Step 5: Execute the decision right

Engage the relevant stakeholders to address the issue.

## Step 6: Be complete with your decision

Once you've reached your decision, everyone agrees that it is final/complete. That means no side conversations about what anyone didn't share during the process, no back door attempts to influence the decision maker(s), and clarity around an agreed upon process for revisiting the decision if needed.