

NEWEST TRG LEADERSHIP TOOL

"Practical Means for Dealing with Difficult Times"

This section of our site features business tools and planning considerations designed to assist leaders for whom "just keeping up" is not good enough. These notes focus on sequences of thought and action intended to enhance the positioning for your group, both on a long and short-term basis.

Please check back weekly to review the next tool. Visit our [LEADERSHIP TOOLS ARCHIVE](#) for previous tools.

TRG PRINCIPLES FOR DELIBERATION - PART I

NOTE:

The following TRG "Guiding Principles of Deliberation" are directly linked to two other sets of procedures: "TRG Decision Management Protocols" and "TRG Standard Operating Procedures" for Central Decisions that will appear successively over the next two weeks.

Each week additional sets of Tools on a wide array of business subjects will appear. Your input is requested as to which Tools might be of interest to you. Requests will NOT create any form of obligation on the Reader who makes the suggestion, but will help us understand which subjects are of general interest.

DELIBERATIVE ACTIVITIES: PART I - GUIDING PRINCIPLES

To assure the success of deliberative efforts:

- Advanced **KNOWLEDGE** and **FACTUAL DATA** should (must) be shared with all **DECISION-MAKERS** far enough in advance of each decision to allow for meaningful study, leading to successful deliberations.
- A set of **DECISION MANAGEMENT PROTOCOLS** should (must) be established and ratified in order to assure effective use of time and resource:
 - Potentially starting with **ROBERT'S RULES OF ORDER**
 - Supplemented or developed as a set of agreed upon **DECISION PRINCIPLES** related to the Preparation, Disclosure, Common Review and Confidentiality of written material.
- A named "**OWNER**" (with clarification of that role) should (must) be established for **EACH** targeted general responsibility as soon as they have been confirmed.
- A **TIME TABLE** and **MEASURE OF OUTCOMES** should (must) be established as soon as practical for all Plan Elements.
 - This should include a recognition of and sequence for the timely communication with those who have been designated as engaged **STAKEHOLDERS**.
- All **INDIVIDUALS NAMED** within any communication **MUST** be copied at the time of that communication.

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- Pre-scheduled (and eventually Cyclical) **REVIEW** of all essential developments and activities should be both established at the start and maintained.
- **AGENDAS** should be mandated for all primary interactions and should be:
 - Developed and **DISTRIBUTED IN ADVANCE** of each session.
 - Provided together with **SUPPORT DOCUMENTS/DATA** intended to facilitate both discussion and decision.
- **CLOSURE PROTOCOLS** should be established and maintained to assure that all sessions conclude with the establishment of a **DATE** and **TIME** for the next activity, as well a commitment to and process for **TIMELY COMMUNICATION**.

NEXT WEEK: DELIBERATIVE ACTIVITIES: PART II - DECISION MANAGEMENT PROTOCOLS

For additional information regarding TRG PRINCIPLES FOR DELIBERATION PART I, please visit our [Contact Page](#) and send us an Email or simply call us directly during East Coast business hours on our toll free number 1.800.97-REGIS (1.800.977.3447).