

### 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 of 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 II

### NOTE:

The following TRG "Guiding Principles for 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 II DECISION MANAGEMENT PROTOCOLS:

- Except in the case of an emergency, a call for a Vote on a Decision at any session should have been preceded by a distribution of supporting material no less than 3 Working Days In Advance of that activity, including:
  - An Executive Summary of the decision-at-hand written in simple language
  - Support Data (e.g. accounting sheets, projections with justifying data)
  - Other relevant Support Documentation (e.g. text of laws, research, etc.)
- All Working Groups will establish standards and benchmarks (in writing preferably as a summary or outline) for:
  - Scheduling and Time Management
  - Managing changes in schedule
  - Intended General Outcomes from sessions, including:
    - Targeted Measures required to define success (e.g. agreement related to levels of targeted revenues, nature and timing of legislation, public approval, etc.)
    - Cost/Benefit Benchmarks (financial/human/strategic)
  - Deliverables both leading to and/or resulting from each intended activity: (connected to a named, responsible individual or group)

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- Either an Agreement as to the Nature of Data Elements to be sought, or Prompt Agreement on the preferred methodology for assessing data elements
- Cyclical (e.g. quarterly) reports for all initiatives of consequence will be provided to all members of the related deliberative body and/or the administrator assigned by that body and will evaluate "what, whom and when" including:
  - Identification of subordinate tasks
  - Progressive outcomes with time-frame
  - Consequences/sanctions
  - Rewards/incentives/recognition

NEXT WEEK: DELIBERATIVE ACTIVITIES: PART III - STANDARD OPERATING PROCEDURES

For additional information regarding TRG PRINCIPLES FOR DELIBERATION PART II, 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).