

DECISION/DISCUSSION/INFORM PAPER

Originating IBP Step		Date Raised	
Owner		Date Closed	
BU/Family		Process Lead/Approver:	

What? Issue statement	Issue Statement - Determine the ONE statement that needs to be solved		
So What? Recommendation	Recommendation should be actionable and should be able to describe the success as measured by Business KPIs • Safety, Quality Impact • Financial/P&L Impact • Market Share, Customer Relationship, Competition Play		
Now What? Basis for Recommendation	Describe concisely – why the issue is important for Business and what is the impact if the issue is not resolved. The impact can be financial or non financial. Share <u>key options</u> considered and reasons for rejection		
Alignment	Fill out with contributors aligned		

Actions required Complete, owner aligned, Check progress	Action	Lead	Date required	Status
	• Action 1			
	• Action 2			
	• Action 3			
	• Action 4			