

# STANDARDS BRIEF

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type: "Download"
title: "Standards Brief"
slug: "standards-brief"
date: "2025-10-21"
author: "Abraham of London"
readTime: "5 min"
category: "Leadership"
coverImage: "/assets/images/downloads/standards-brief.jpg"
excerpt: "Protect people, work, and name-especially under pressure."
subtitle: "Protect people, work, and name-especially under pressure."
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<h2>1) Decisions</h2>
<ul className="list-disc pl-5 space-y-2">
  <li>
    <strong>Facts first:</strong> single source of truth; date every number.
  </li>
  <li>
    <strong>Owner & deadline:</strong> one accountable person; one
explicit
    date.
  </li>
  <li>
    <strong>Reversible vs. irreversible:</strong> bias to speed on reversible
calls.
  </li>
</ul>

<h2>2) Cadence</h2>
<ul className="list-disc pl-5 space-y-2">
  <li>
    <strong>Daily:</strong> status, blockers, risks (15m).
  </li>
  <li>
    <strong>Weekly:</strong> outcomes scored, lessons captured, next 3 (45m).
  </li>
  <li>
    <strong>Monthly:</strong> standards review, debt burn-down, runway check.
  </li>
</ul>

<h2>3) Communication</h2>
<ul className="list-disc pl-5 space-y-2">
  <li>
    <strong>Write it down:</strong> decisions, assumptions, follow-ups.
  </li>
  <li>
    <strong>No triangulation:</strong> speak to, not about.
  </li>
  <li>
    <strong>Plain English:</strong> short, dated, action-oriented notes.
  </li>
</ul>
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<h2>4) Workmanship</h2>
<ul className="list-disc pl-5 space-y-2">
  <li>
    <strong>Definition of done:</strong> clear acceptance criteria, demoable.
  </li>
  <li>
    <strong>Durability:</strong> simple, testable, documented.
  </li>
  <li>
    <strong>Name:</strong> work that carries your name must be worth keeping.
  </li>
</ul>

<h2>5) Security</h2>
<ul className="list-disc pl-5 space-y-2">
  <li>
    <strong>Least privilege:</strong> access by role; revoke on exit same day.
  </li>
  <li>
    <strong>Keys & secrets:</strong> rotate quarterly; never in chat or code.
  </li>
  <li>
    <strong>Incident drill:</strong> who calls whom; first hour playbook.
  </li>
</ul>

<h2>6) Release Discipline</h2>
<ul className="list-disc pl-5 space-y-2">
  <li>
    <strong>Branch, test, tag:</strong> no ad-hoc deploys; rollback ready.
  </li>
  <li>
    <strong>Notes:</strong> concise change log with risks and smoke checks.
  </li>
  <li>
    <strong>Post-mortems:</strong> blameless, dated, with two preventions.
  </li>
</ul>

<div className="not-prose mt-8 text-[11.5px] text-[color:var(--color-on-secondary)/0.6] pt-6 border-t border-lightGrey/80 flex justify-between items-center">
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