Your name	Your role

What have you brought for critique?

Eg. GOV.UK guide to how to supply to the public sector

Who are the users?

Eg. Potential and existing government suppliers

What is the policy intent?

Eg. Get more small and medium businesses to supply to govt

What stage is it at?

Eg. Alpha, first draft, live service, concept

What are the user needs?

Eg. "I want to supply government"

What assumptions or constraints are you working with?

Eg. EU Directive states "fair and open competition"

What kind of feedback do you want?

Eg. Is the content type / format right?