# Team Adaptability & Substitution Policy – GGG Project Model

This policy outlines the team continuity strategy developed in the GGG Website Rollout project, inspired by real-world coaching leadership and performance dynamics.

## 1. Substitution Readiness Framework

- Each primary role must identify one or more potential substitutes.  
- Substitutes are classified as:  
 • Fully Ready – Can lead independently.  
 • Ready to Sub – Needs light prep but can perform essential tasks.  
 • In Training – Can shadow or assist but not yet autonomous.

## 2. Adaptability Planning

- Department heads prepare onboarding materials for unexpected role shifts.  
- Modular systems (training plans, session templates, team checklists) ensure knowledge transfer during absences.  
- Leaders hold weekly check-ins to spot gaps or training needs early.

## 3. Real-World Coaching Parallel

In coaching, team composition changes due to injury, eligibility, or transfers are inevitable. The ability to quickly reorganize lineups, train new players, and preserve team identity is what turns disruption into momentum. The GGG model applies this to project teams — keeping performance steady even as individuals rotate.

## 4. Leadership Responsibility

The Project Manager is responsible for ensuring substitution plans are in place and every team member knows who they support and who supports them. Leadership doesn’t just assign roles — it builds a bench.