

Respect Integrity  
Passion for work  
Compassion Values Cohesion  
Focus on goals and results  
Accountability Interdependency

Be Respectful Punctuality  
Always be friendly  
Norms  
No room for prejudice  
Communication is a priority

Don't use titles  
Respect working hours  
Communication guidelines  
Listen to everyone  
Learn about each other

Yearly Kick-offs  
Ease going to events together  
fun events Entertainment  
Room for  
breaks  
Outings after  
accomplishment of  
projects

Don't miss meetings  
Respect Punctuality  
time Frame Meeting Guidelines  
Expect participation Meeting  
minutes  
must be  
noted  
Confirmation of meetings  
is a must

Provide a safe space to speak up  
Don't over-rely on the project manager  
Decision-making process  
Meeting minutes must be noted  
No room for a rush action  
Credit creatives and their ideas

Identify the conflict  
Seek HR Follow up Seek PM  
Conflict resolution process  
Be Respectful and  
regain trust

# STEPS OF CREATION

- I used PowerPoint
- Googled some assets for team charter
- Designed by me