**Program charter**

1. **Executive summary:**

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| **Program justification:** |

1. **Vision and strategic alignment:**

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| **Program vision:** |
| **Strategic alignment:** |

**3. Scope and benefits:**

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| **Program scope:** |
| **Expected benefits:** |
| **Benefits strategy:** |

**4. Assumptions and constraints**

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| **Assumptions:** |
| **Constraints:** |

**5. Program components:**

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**6. Risks and issues:**

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| **High-level risks and responses:** |
| **Issues:** |

**7. Timeline and resources:**

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| **Program timeline:** |
| **Resources required:** |

**8. Stakeholder considerations:**

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| **Stakeholder identification:** |
| **Stakeholder engagement:** |

**9. Governance framework:**

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| **Governance structure:** |
| **Decision-making process:** |
| **Reporting and monitoring:** |

**10. Approval:**

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| **Executive sponsor:** |