**PcMEx Tool-4: Role profiling through RACI Matrix**

Name of the Delegate:

Email Address:

The RACI Matrix is also known as the Responsibility Assignment Matrix (RAM). The name ‘RACI’ is an acronym, which stands for:

* **R = Responsible: The Doer. Who will do the work**
* **A = Accountable: Who is ultimately Answerable for the task**
* **C = Consulted: Subject Matter expert who is to be discussed [if required]**
* **I = Informed: Who needs to be informed, generally higher authority**

**Please clarify your Role according to RACI Matrix**

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| --- | --- | --- | --- | --- |
| **Name of Task you are dealing** | **R** | **A** | **C** | **I** |
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Role Profiling

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| --- | --- | --- |
| Task Domain | % of Total | Is it justified as per designation? |
| Responsible Role |  |  |
| Accountable Role |  |  |
| Consulting Role |  |  |
| Informed Role |  |  |