

| Stakeholder register format: Develop finance training project |                  |  |   |                         |   |   |                            |
|---|------------------|--|---|-------------------------|---|---|----------------------------|
| Name/Position   | Organization     | Role                                     | R | A                       | C | I | Comments                   |
| Sidney Morris   | PMO              | Project Manager                          | X | X                       |   |   | N/A                        |
| Martha Wilson   | COO              | Sponsor                                  |   | X                       |   | X | Approvals and funding      |
| Sunny James   | Training         | Develop financial training materials     | X | X                       |   | X | Develop workshop materials |
| Ram Evans   | Customer Liaison | Review materials                         | X |                         | X | X | Required Sign-Off          |
|   |                  |  |   |                         |   |   |                            |
|   |                  |  |   |                         |   |   |                            |
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|   |                  |  |   |                         |   |   |                            |
|   |                  |  |   |                         |   |   |                            |
|   |                  |  |   |                         |   |   |                            |
| RACI terms defined  | ROLE             | DEFINED                                  |   | Version: 1, 12 Feb 20XX |   |   |                            |
|   | R                | Responsible for performing work or tasks |   |                         |   |   |                            |
|   | A                | Accountable for outcomes                 |   |                         |   |   |                            |
|   | C                | Consult as a subject matter expert (SME) |   |                         |   |   |                            |
|   | I                | Consult as a subject matter expert (SME) |   |                         |   |   |                            |