

ORIGIN CHARTER

Title		Sponsor	
Owner		Date	

Purpose

Describe why we are doing this. Link to Perception and A3 if available.

Scope

In scope	Out of scope

Objectives

List measurable objectives. Tie to Target, Actual, and Gap.

Roles

Facilitator	
Team members	
Champion	

Resources

Data sources, SMEs, budget, tools, meeting space.

Agenda

Phase	Time Box	Notes

Outcomes

Deliverables and acceptance criteria. Link to Detailed Action Plan if needed.

Risks and assumptions

Key risks, assumptions, constraints.

Risk Mitigation

Key mitigation activities.

Approvals

Sponsor	
Owner	
Date	