

Compare the evidence behind two proposals

Record the answer and its source. Leave unsupported claims unresolved.

Your company

Review date

QUESTION / CHECK	PROPOSAL A	PROPOSAL B
Sample + author Open the work. Who wrote and reviewed it?	Evidence:	Evidence:
Implementation owner Who implements, publishes and checks?	Evidence:	Evidence:
Result provenance Dates, baseline, contribution, other changes?	Evidence:	Evidence:
Delivery + remedy When is work accepted? What if it is missed?	Evidence:	Evidence:
Your team + handover Review load, access and exit documentation?	Evidence:	Evidence:
Report + next decision What action follows from the evidence?	Evidence:	Evidence:

Unresolved question / owner / follow-up date

Decision and evidence that supports it