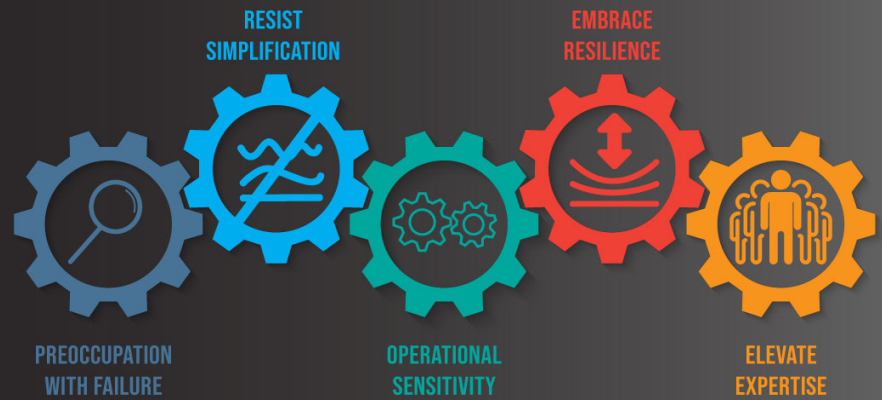


PRACTICAL

HRO



High Reliability Organizing

“On The Same Page” Action Plan

Ask these questions at the end of a meeting to ensure a High Reliability outcome.

1. Who is taking notes today to be shared directly after the meeting?
2. What did we decide today?
3. Who is going to do what? By when?
4. Who else do we need to involve or inform? By when?
5. Who is going to involve/inform them?
6. What do we expect from them? By when?
7. What are the critical take-a-ways and key messages to be shared?