Break Down the Situation

PARTS, ROLES, AND RESPONSIBILITY

The specific situation I'm mapping:

Part of the Situation task	Person or Role	Responsibility who's responsible for what	Specific Obligation from a role / agreement
01			
02			
03			
04			

Mine: What am I really responsible for?

Yours: What shouldn't I automatically take over or control?

Put Together Your Map

INFLUENCE, DECISION-MAKING, AND CONCLUSION

Rows 01–04 continue from the facing page.
Category: mine / yours / ours / unclear.

Unclear = I need to check it, not force a conclusion.

	Ability to Influence who can influence what	**Right to Decide** who has the right to decide what	**Final Category**
01			
02			
03			
04			

Ours: What requires shared management or an agreement?

ONE NEXT STEP

What specifically will I do now?