

ORIGIN CHARTER

Title		Sponsor	
Owner		Date	

Purpose

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

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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.

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Agenda

Phase	Time Box	Notes

Outcomes

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

Risks and assumptions

Key risks, assumptions, constraints.

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Risk Mitigation

Key mitigation activities.

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Approvals

Sponsor	
Owner	
Date	