Agenda and decision-first opener

Today’s decision: should one team test a clearer handoff?

1. Current handoff and evidence
2. Proposed two-week pilot and limits
3. Owner, start date and review condition

Fictional two-week handoff proposal. Replace with approved evidence.

Agenda and decision-first opener

Approve a two-week pilot before considering a rollout

Proposal: one team uses a shared handoff checklist.
Still open: owner, start date and available capacity.
Review: completion and workload before expansion.

Fictional two-week handoff proposal. Replace with approved evidence.