

## Quarterly OGSM Review Meeting Agenda

<b>Time</b>	<b>Topic</b>	<b>Caretaker</b>
5 min	Welcome & opening statements	Business Leader
15 min	Review Financials & key Performance Indicators	Business Leader or OGSM Caretaker/facilitator
15 min	Review actions from previous OGSM review	OGSM caretaker/facilitator
90 min	<p>Review strategies and measures</p> <p>Each initiative owner provides an update on progress, milestones, challenges, and next steps.</p> <ul style="list-style-type: none"> <li>• Review initiatives 'at risk' and 'need attention' and discuss countermeasures</li> <li>• Review 'on track' initiatives and next steps</li> <li>• Check for decisions, resource needs</li> </ul>	Initiative owners (~10 min each)
15 min	Review progress towards overall objective and goals based on initiative updates	OGSM Caretaker/facilitator
15 min	Confirm actions from this OGSM review	Business Leader or OGSM Caretaker/facilitator
10 min	Feedback	Business Leader or OGSM Caretaker/facilitator
	Meeting adjourned	