Tier-4 (T4) KPI Program

1	**KPI CHAMPION SCHEDULES MEETING** **"Make it Count"**	KPI Project Core-4 and Team should be attending
		Follow Tier-4 POS Protocol as per standard
		Meetings should be intentional and value add for participants
2	**MEETING UPDATES and KICK-OFF** **"Find and Celebrate Wins"**	Pull up KPI Action List and review Project Charter
		Review open tasks from previous meetings. Share wins.
		Assign roles for the meeting (rotation?) as per standard.
3	**Level 1,2,3 REVIEW** **"Data/Knowledge Gathering"**	Use Power BI to look at last week performance - discuss Actuals vs Targets
		Focus on getting to Root Cause
		Create Action Items for follow up - add details and data
4	**Level 4 REVIEW** **"Hunting as a Pack"**	Review Action Items on the Action List with the team.
		Owners with NEXT DATE past due report out in the meeting.
		Add to Memos and create/update tasks
5	**Level 5 REVIEW** **"Look Aheads and Landmines"**	Use Power BI to look ahead at next week
		Leverage Level 1-3 History to forecast performance - Landmines!
		Create "Bounties" to clearly explain the Landmine and how to disarm
6	**BATTLE PLAN**	Review Action List - "Do we have the right actions to win?"