	KEY PERFORMANCE INDICATOR (KPI) SET-UP			SAFETY			QUALITY			DELIVERY			COST			MORAL		
				TIR	SULUTA	GHG	RFT	DEV	L&D	OEE	Sched	GRPT	DLE	MUV	OH	Attend	Survey	Recog
1	Champion	Identify Action List Owner	Creates and **OWNS** an ACTION LIST for the KPI (RULE: only 1 list per KPI)															
			Chairs the Tier Meeting and is responsible for the Action List Health.															
			Encourages everyone to step up and own their work. (Coach, Leader)															
2	Team	Add people to the Action Lists Team	Team members can join the KPI Action List as a part of the KPI Crew															
			The Crew is the key to success - Hunt As a Pack															
			Be intentionally diverse - get the perfect person for every job.															
3	Tracker	Create KPI in the Tracker to capture data	KPI User Card will let you type in your score.															
			Collect KPI value from approved source (OST, SAP, Local Source, etc.)															
			Enter value into KPI card and add Commment if possible.															
4	Action List	Create Action List (Tab) to capture Actions	Every KPI must be linked to an Action List for follow up															
			List should include actions and ideas the team is driving															
			A single list could have multiple KPI data points linked to it															
5	Action Item	Create "Project" Action Item to get started.	Acts as the Origin Action - share with others for link to Project.															
			Use "Project Charter" DocType or attach/hyperlink to external files															
			Use Hyperlink to connect to Teams, Sharepoint, URLs, Master Spreadsheet, etc.															