

Rolling Out EOS

EOS Roll Out across company

- Company-wide presentation that covers the Vision/Traction Organizer (V/TO), the Accountability Chart (if done) and Scorecard (if done)
- Reinforce an update will occur every quarter
- Tool to help in the Roll Out: <https://outpaceenterprises.com/eos-rollout>

Lock-in and Teach the Accountability Chart to Department leaders

- Review the Department Leader's Function and Roles with direct reports to drive clarity on the organization's purpose
 - Function: Name of Seat
 - Roles: 3-5 bullets defining the Function
- Walk team through the Department's Accountability Chart
 - This can move into a collaborative session for leaders to help define, if desired
 - The Department's Accountability Chart should be clear, defined and documented (ideally in Ninety or Traction Tools)
- Refresh tool about A-Chart: <https://outpaceenterprises.com/the-accountability-chart>

Schedule and Hold the Department's first L10 within 2 weeks of EOS Rollout

- Schedule your L10 meeting with the same day, time and length every week
- Teach that Issues are any subjects that should be discussed as a team.
 - While an Issue infers a problem, Issues can also be major opportunities, specific concerns before a problem has occurred or anything else that the team should talk about.
 - If Issues belong to one leader, start to build ownership and self-confidence by gently starting to nudge leaders to own their own domains. "Does this Issue require the team? I think you can make this decision and let us know what you decide."
- Refresh tool for the L10 and IDSing: <https://outpaceenterprises.com/mastering-idsing>

Set Rocks in 1st or 2nd L10 Meeting

- Follow L10 Agenda and set Rocks in the IDS portion (Setting Rocks is the Issue)
- Review the Company Rocks to provide context
- Review the Department Leader's Rocks (aka, the Department Rocks) to set Department priorities
- Define 1-7 Rocks for each team member
 - Ideally, each team member is defining their own and the Department leader is providing guidance, ensuring team alignment and alignment to the Department Rocks
- Department Rocks have the same Due Date as Company Rocks

Set Scorecard in the 2nd to 4th L10 Meeting

- Get Scorecard in place, refine over time
 - The first iteration is the hardest. Get a Scorecard in place.
 - Improve over and over and over until it truly represents the pulse of the department.
- Every member of the Department should have a metric on the Scorecard
- Refresh tool for Scorecard: <https://outpaceenterprises.com/amazing-scorecards>

Targets the Department Leader should be aiming:

- You believe direct report is the Right Person in the Right Seat (RPRS). Great teams have great people.
 - If not, you are working to fix this. Use your People Analyzer tool to help.
- You are having your L10s every week. No excuses.
 - If people are absent, the meeting goes on.
 - If the Department Leader is absent, the meeting goes on with a subordinate facilitating.
- You are clearing 8+ Issues every week after 4 weeks.
 - It is not uncommon to only clear 1-2 Issues in the first couple of weeks
 - If the progression is staying too slow, watch the L10/IDS video again
- Your team are enthusiastic about the L10 meetings
 - They feel the meetings are truly getting key things done
 - Issues are real
- To Dos are getting done with a 100% frequency
 - If a To Do does not get done after two weeks, it is being added to the Issues List. Clearly, the solve is not viable and a new solution must be found.
- Rocks and Scorecards are naturally staying green
 - If either turns red, there is an IDS question of “How do we get this back to green next week?”
- Team camaraderie and trust is improving