

Objectives and scope of work	Business outcome (“why”)	Owner(s)
• ...	• ...	• ...

Milestones				
Workstream	Action items / tasks	Owner	Status	Commentary
Workstream 1	Task 1			
	Task 2			
	Task 3			
Workstream 2	Task 1			
	Task 2			
	Task 3			
Workstream 3	Task 1			
	Task 2			
	Task 3			

Key Risks / Dependencies	Resourcing requirements
• ...	• ...

LEGEND: ■ Complete ■ On Track ■ Not started ■ Risk of delay ■ Behind