

Decision Making Procedures for The National Organic Program

1. Define the Problem

- a. What is the problem?
- b. Identify where we are now.
 - i. State the present condition in no more than two sentences.
- c. Identify where we want to be.
 - i. State the future objective in no more than two sentences.

2. Analyze the Problem

- a. Why is there a problem?
- b. Is the evidence of the problem supported by credible and compelling facts or data?
 - i. What are the facts or data used to draw an affirmative conclusion?
- c. Who does this problem affect?
- d. What is the problem's effect?
- e. In what time frame must the problem be resolved?
- f. If the problem deserves immediate attention, what other priorities must be adjusted to accommodate this problem?
- g. If the problem deserves immediate attention, what are the consequences of a delay?

3. Develop Possible Solutions

- a. Propose ideas for possible solutions
- b. Evaluate ideas for possible solutions
 - i. List pros for each possible solution
 - ii. List cons for each possible solution
- c. Select a Solution
 - i. Is the recommended solution legal?
 - ii. Is the recommended solution practical?
 - iii. Is the recommended solution supported by credible and compelling facts of data?
 1. What are the facts or data used to draw an affirmative conclusion?
 - iv. How does the recommended solution solve the problem?
 - v. How does the recommended solution meet the time frame identified in 2(b)?
- d. Review recommended solution for unintended consequences.

4. Develop Action Plan

- a. Develop Action Steps

- i. i. Identify action steps to bridge the gap between present condition and future objective using the recommended solution.
- b. Approve Action Plan
- c. Implement Action Plan

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