Public Engagement Planning

RASCI Chart Template (see code below)

Task Person						
Task	Name	Name	Name	Name	Name	Name

Code	Stands for	This is the person who is . . .
R	Responsible	Responsible for performing the task or creating the document
A	Accountable	Accountable for the task or document such as the project manager, supervisor, or technical lead
S	Supports	Provides support for the task, such as materials or documents (for RASCI chart)
C	Consult	Provides consulting or expertise to the person responsible for the task or document and others.
I	Inform	Informed of task progress or results, usually by the person responsible.