

# Implementation Progress Check

*Staying realistic about whether things are moving.*

Implementation Progress Check © 2026 John Bornholt. Licensed under Creative Commons Attribution 4.0 International (CC BY 4.0), [creativecommons.org/licenses/by/4.0](https://creativecommons.org/licenses/by/4.0). You may copy, adapt and share this tool, including commercially, if you credit: “Adapted from Implementation Progress Check by John Bornholt, from LIFE: Our Uncertain Experiment, [uncertaindecisions.com](https://uncertaindecisions.com)”. Quotations and cited works belong to their authors and are not covered by this licence.

### How to use this tool

Use this tool at Step 8 (Do and Deliver) of the Decision Cycle, at whatever interval suits the decision - daily, weekly or monthly - while an active decision is being implemented. It is a brief honesty check - not a project plan.

**Carry forward:** Bring your decision forward from your Decision-to-Action Planner, and your success criteria from Step 1. Add the prediction and signals you set in Step 8 (Deliver and Monitor). These are your reference points throughout.

**What I said I would do:** The actions you committed to. Be honest about what you completed.

**What got in the way:** Describe the friction specifically. Vague friction (“too busy”) is harder to address than specific friction (“waiting for reply from X”).

**What I will do next:** One or two concrete actions with a specific date. Not a wish list.

**Am I still on track:** A simple check against the success criteria and your signals. If the answer is No, decide now whether to adapt the plan, pause, or return to an earlier step.

### CARRY FORWARD From earlier steps

My decision, in one sentence

My success criteria (from Step 1)

My prediction, and the signals that will tell me it is on track or going wrong (from Step 8)

Review period from:

to:

### WHAT I SAID I WOULD DO And what actually happened

| Action committed to | What actually happened | Done?                                                                                    |
|---------------------|------------------------|------------------------------------------------------------------------------------------|
|                     |                        | <input type="checkbox"/> Yes <input type="checkbox"/> Partly <input type="checkbox"/> No |
|                     |                        | <input type="checkbox"/> Yes <input type="checkbox"/> Partly <input type="checkbox"/> No |
|                     |                        | <input type="checkbox"/> Yes <input type="checkbox"/> Partly <input type="checkbox"/> No |
|                     |                        | <input type="checkbox"/> Yes <input type="checkbox"/> Partly <input type="checkbox"/> No |

## WHAT GOT IN THE WAY **Friction and delay**

| What specifically caused friction or delay | What I will do about it |
|--------------------------------------------|-------------------------|
|                                            |                         |
|                                            |                         |
|                                            |                         |

## WHAT I WILL DO NEXT **Concrete actions, specific dates**

| Action | By when |
|--------|---------|
|        |         |
|        |         |
|        |         |

## AM I STILL ON TRACK? **Measured against your success criteria and signals**

- ☐ Yes - on track, continue
- ☐ Partly - some adjustment needed (note below)
- ☐ No - plan needs rethinking, or return to an earlier step

### Notes

|  |
|--|
|  |
|--|