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| Company Name |
| Programme Organisation Structure |
| [Type name of programme] |

Place your company logo here

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| Insert name of document author  Select date |

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# Programme ID

*Insert the unique identifier for this programme*

# Programme Description

*Insert a brief description of the programme (this can be taken from the Programme Brief)*

# Organisation Structure

*Describe the Organisation Structure for the programme. Include an organisation chart.*

# Role Descriptions

*Describe the terms of reference and key responsibilities of those occupying the key roles.*

* 1. **Sponsoring Group**
  2. **Programme Board**
  3. **Programme Manager**
  4. **Business Change Manager(s)**
  5. **Change Team(s)**
  6. **Additional Roles**

*Include any additional roles required for the programme organisation, including any functional, specialist, technical or assurance roles*

# Professional Development

*Describe how those occupying the key roles will be developed and supported, including training, expert mentoring/coaching etc, where appropriate*