

The **RACI model** is a straightforward tool used for identifying roles and responsibilities and avoiding confusion over those roles and responsibilities during a project.

RACI Definitions

R

- Who is Responsible
- The person who is assigned to do the work



- Who is Accountable
- The person who makes the <u>final decision</u> and has the <u>ultimate ownership</u>

C

- Who is Consulted
- The person who must be consulted <u>before</u> a decision or action is taken



- Who is Informed
- The person who must be informed that a decision or action has been taken

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