

Bounded Autonomy and Ownership Canvas

Use this canvas for one live workstream or recurring decision. It makes the outcome, leader intent, decision logic, hard boundaries, delegated authority, working partners, evidence, and review point explicit enough for a team to act without guessing.

WORKING PROMPT

Start with a real decision that currently waits for a leader. Keep this short enough that the people doing the work can scan and revise it.

BOUNDARY

This is a client-neutral operating aid, not legal, security, privacy, HR, procurement, performance-management, or customer-commitment policy. Existing organizational policies and accountable functions remain authoritative. Use visible decision-relevant work and evidence only; do not turn private one-on-one or retrospective content into an individual productivity record.

01 OUTCOME AND LEADER INTENT

PROMPT

RECORD

Workstream or recurring decision

Decision or recurring handoff that currently waits for a leader

Customer, business, or operating outcome — and what success should make true

Leader intent: what matters most now, why, and the trade-off the team should protect

Partners or roles the owner should normally involve before acting

Evidence the team needs before it begins or changes direction

Accountable leader, review trigger, or decision date



02 DECISION BOUNDARY AND AUTHORITY

Principles guide ordinary judgment. Hard boundaries name governed decisions, access rules, or commitments that are not local discretion. The authority column makes the normal route and the exact escalation threshold explicit.

DECISION CLASS PRINCIPLE THE TEAM SHOULD APPLY HARD BOUNDARY OR GOVERNED DECISION TEAM MAY DECIDE; INVOLVE OR ESCALATE WHEN

Do not write “everything” in the authority column. Name ordinary choices the team can make without waiting, then make the escalation threshold specific: changed outcome, material risk, new customer commitment, governed policy boundary, significant investment, or cross-team conflict. Add rows in the editable document only when the work truly needs them.

03 CARRY THE THREAD, MAKE THE WORK VISIBLE, AND REVIEW IT

An owner carries a connected thread of work; that does not make one person accountable for every customer, staffing, technical-governance, production, or policy decision. Name the receiving owner before a handoff is treated as complete. Keep the visible record focused on decisions and evidence, not individual productivity surveillance.

MOMENT THREAD OWNER AND PARTNERS DECISION OR OUTPUT EVIDENCE OR RECORD REVIEW OR ESCALATION THRESHOLD

Frame outcome and assumptions

Choose route and break down work

Build, test, and accept

Release, support, observe, and decide the next move