- **Be transparent in the on-boarding and transition process**
    - **Staff assignments; Key personnel (Education, Experience, Skills -required/desired)**
    - **Key Delegation Roles Matrix, mapping SOW Deliverables/Requirements to staff assignments**
    - **Subcontractor tasking and communication**
- **Define workflow processes that lend themselves to being standardized, repeatable activities such as:**
    - **Training**
    - **Travel**
    - **Personnel and substitutions**
    - **Reach-Back and knowledge management**
    - **GFE acquisition, management, and disposition**
    - **Inspection and acceptance or rejection of deliverables**
- **Take a holistic approach to task management and scheduling**
    - **Review of Integrated Master Schedule identifying dependencies or interrelationships between your scope of work, other program efforts, and significant dates**
    - **Status Checks assessing progress**
- **Streamline open communication and rapid response between government, its industry partners, and between prime contractors and their subcontractors**
    - **Correspondence with the contractor**
        - **Monthly Status Reporting/Invoices/Modifications**
    - **Notifications to the Contracting Officer**
        - **Managing risks, issues, and problems**