

# Authority

- √ The legal power given to a commander or other leader to perform her or his duties
- √ Authority comes to a person usually by virtue of the position they hold. Certain positions have certain authority.

# Responsibility

- √ An expectation from a person higher up in the chain of command to get a task accomplished.
- √ The army now defines this as “the obligation to carry forward an assigned task to successful completion” (see FM 6-22)

# **10 Levels of Delegated Tasks**

## **Level One**

**“Wait to be told” or “Do exactly what I say” or “Follow these instructions precisely.”**

# **10 Levels of Delegated Tasks**

## **Level Two**

**“Look into this and tell me the situation. I’ll decide.”**

# **10 Levels of Delegated Tasks**

CACC Standard 2I

## **Level Three**

**“Look into this and tell me the situation. We will decide this together.”**

# **10 Levels of Delegated Tasks**

## **Level Four**

**“Tell me the situation and what help you need from me in assessing and handling it. Then we will decide.”**

# 10 Levels of Delegated Tasks

## Level Five

**“Give me your analysis of the situation (reasons, options, pros and cons) and recommendations. I’ll let you know wheather you can go ahead.”**

# **10 Levels of Delegated Tasks**

## **Level Six**

**“Decide and let me know your decision, and wait for my go-ahead before proceeding.”**



# **10 Levels of Delegated Tasks**

## **Level Seven**

**“Decide and let me know your decision, then go ahead unless I say not to.”**

# **10 Levels of Delegated Tasks**

## **Level Eight**

**“Decide and take action - let me know what you did (and what happened).”**

# **10 Levels of Delegated Tasks**

## **Level Nine**

**“Decide and take action. You need not check back with me.”**

# **10 Levels of Delegated Tasks**

## **Level Ten**

**“Decide where action needs to be taken and manage the situation accordingly. It’s your area of responsibility now.”**