

The C.O.P. Standing Orders

Installed once, as standing orders — then run the weekly mirror.

1 • Decision Binary (Clarity)

Every file ends in a yes/no — not an invitation to reflect. Removes the interpretive fear the Rules exploit. Half of the charter is deemed-clearance.

2 • Ownership

One named decider on the cover sheet. Breaks the circulation trap — the file stops moving sideways.

3 • Silent Consent

A 7-day clock across departments; silence past day seven reads as concurrence.

4 • Safe Harbour (Protection)

A decision taken to the agreed standard is not reopened on outcome alone.

5 • Stage-Tracking (The Mirror)

The weekly mirror: files cleared, pending, days lost. What an office measures, it manages.

For the Head of Office — collector, commissioner, secretary, vice-chancellor, hospital director, school principal: the one officer who can change how this office decides. Files reach your desk complete and unsigned; that silence is the Inaction Gap, and it charges a Fear Tax paid by the people whose names are on the files.