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| <p>A - <i>Accountable:</i></p> | <p><i>Person authorised to approve the outcome of the concerned activities. Outputs from each activity (work package, areas) are subject to approval by the person who is actually responsible for it. Each activity must be approved by one person only. In English A – Accountable.</i></p> |
| <p>R - <i>Responsible:</i></p> | <p><i>Person tasked with the performance of the concerned activities. It is the member of the team who is authorised to perform or responsible for performance of those activities. There may be several persons with this relationship in one package. At the same time it is possible to combine R – Responsible and A – Accountable. In English R – Responsible</i></p> |
| <p>C - <i>Consulted:</i></p> | <p><i>Person with whom the progress of work shall be consulted. In English C – Consulted.</i></p> |
| <p>I - <i>Informed:</i></p> | <p><i>Person kept informed of the progress and outcomes from the concerned area. These are in particular those team members who need to be familiar with the progress of work. In English I – Informed.</i></p> |

