



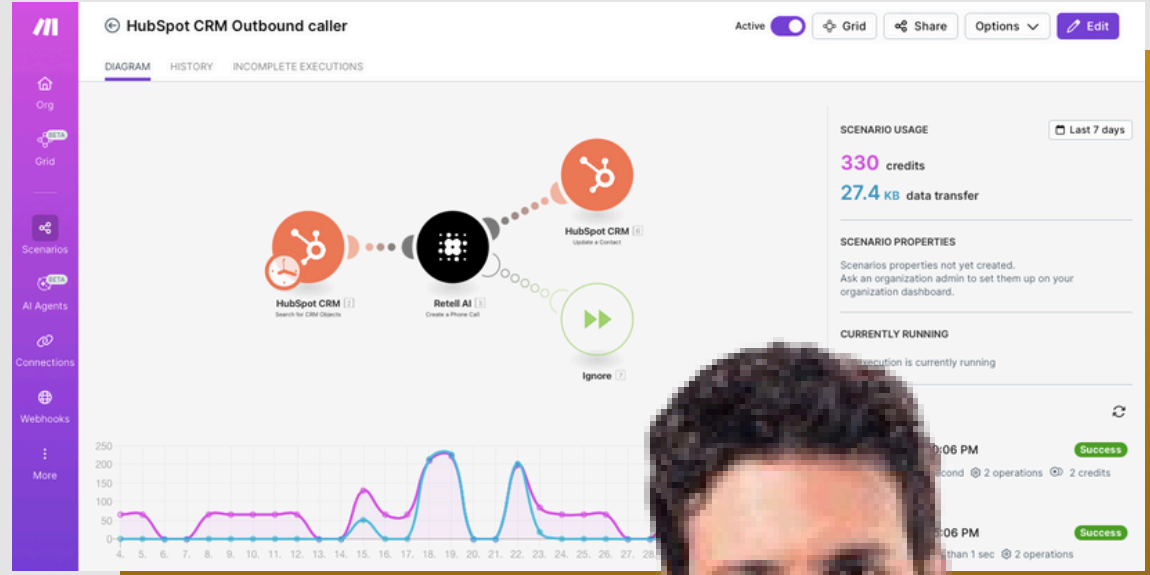
**JOB AID**

# ISSUE COMMUNICATION FRAMEWORK

Helps share updates clearly without defensiveness.

**Use When**

Updating a client or briefing a manager.



**Include**

- What happened (facts only)
- Impact
- What happens next

**Reminder**

Clarity prevents escalation.

