The Three-Name Test

Make coverage for three business-critical roles explicit.

Use 20 minutes to test coverage. An option may be an internal colleague, interim cover or an external provider.

Click the shaded fields to type. Use Tab to move between fields, then save your copy.

Company / review owner

Date

1 Choose three critical roles

In the first column below, name roles whose absence would most disrupt customers, cash, delivery or leadership.

2 Name and test the coverage options

For each option, enter a name or alias plus evidence or a gap. Write "none" when there is no credible option.

Role + business impact If the role were vacant	Ready now Name + evidence / gap	Could be ready in 90 days Name + condition / gap	Interim / external path Name + availability / gap

3 Close the most consequential gap

Which responsibility is least covered, and what evidence is missing?

Action, owner, due date and evidence at the next review

Ready now means capability, authority, access and capacity. Confirm coverage with the people involved.
Names are not promotion promises. Keep personnel details in approved company systems.

Want stronger leadership depth and continuity?
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Start a conversation

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