

Change Management Center of Excellence (CoE) Charter Template

Change Management Center of Excellence (CoE) Charter			
Initiated: Sponsor:			
Change Management CoE Mandate			
Organizational Context			
Stakeholders	Stakeholder Group	Value/Service Provided (high-level description)	
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		•	
		•	
		•	
Roles and Responsibilities	Full-time Change Management CoE employees are depicted in the organization chart shown:		
		•	
		•	
		•	
		•	
		•	
Product/Service	Product/Service		Intended Audience
			•
			•
			•
			•
			•
			•
Critical Success Factors	•		
Measures of Success	The following measures of success will be utilized for each product/service outlined in the Product/Service section of this Charter:		
	Product/Service/Activity	How Measured	When Measured
		•	
		•	
		•	
		•	
		•	
		•	