412 methodologies in two versions — ranked by openings

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Where the ambiguity really costs, and in what order to address it · fictional document

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Two versions coexisting is not disorder: the handbook carries the version in force, the engagement file carries the one applied on the day of the deliverable — and it must stay there. The problem is not that they coexist, it is that nothing tells the reader which one they hold.

The first ten, which alone carry 31% of the searches concerned

Method	In force	Also present as	Openings / quarter	What differs between the two

MET-07 — Valuing a minority holding	**v4 · 12/01/2026**	**v3 · archived 12/01/2026**, in 61 files	**410**	**Illiquidity discount: 15–25% against 10–30%**
MET-12 — Business plans and trajectories	v2 · 03/09/2025	v1, in 44 files	**295**	Construction of the discount rate
MET-09 — Working capital requirement	v3 · 21/04/2025	v2, in 38 files	268	Treatment of seasonality
MET-02 — Organisational diagnostic	v5 · 07/02/2026	v4, in 52 files	241	Interview grid, 9 axes instead of 7
MET-15 — Portfolio review	v2 · 18/11/2025	v1, in 29 files	197	Materiality threshold
NI-2025-11 — Illiquidity discount	v2 · 04/11/2025	v1, in 21 files	163	Dating a comparable straddling two financial years
MET-04 — Process mapping	v3 · 12/06/2025	v2, in 33 files	158	Level of granularity applied
MET-11 — Workload plan and sizing	v2 · 29/01/2026	v1, in 26 files	144	Hourly conversion basis
MET-18 — Supplier contract review	v1 · 15/10/2025	draft v2 in circulation	**131**	**A draft circulates as though it were in force**
MET-06 — Management dashboard	v4 · 22/03/2025	v3, in 24 files	128	Refresh frequency

MET-18 is the only case calling for an immediate move: an unsigned draft circulates and is opened 131 times a quarter. **It is marked “draft — no sign-off” in any answer resting on it**, until the methods team either signs it off or withdraws it.

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For the methods team to decide: for the other 402, is the label enough, or should the older version be removed from the handbook while remaining in the files? **Both are possible; the second cannot be undone.**

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