Position paper — three costed options

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Prepared for the executive committee · fictional document

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The fact, in three lines

The text on the labelling of professional-use mixtures ends its transitional period in **4 months**. It concerns the format of the wording carried on packaging. **38 product data sheets out of 210 carry the wording concerned**, and internal procedure P-12, dated 2023, applies the old format.

What is certain, and what is not

Certain	Unsettled
The effective dates, as published	How the threshold reads for two particular product lines

Certain	Unsettled
The passage of the text, quoted	The interaction with the two live framework contracts
The 38 product data sheets affected, listed	—
Procedure P-12 and the 4 documents citing it	—

The three options

Option	Lead time	Cost / workload	Risk accepted
Reword all 38 sheets before the deadline	**6 weeks**	Internal workload, quality department	**No gap at the deadline; a stretched workload plan**
Rework only the 12 sheets of active lines	**2 weeks**	Reduced internal workload	**26 lines handled as they come after the deadline**
Ask counsel for a formal position before committing	**4 days**	Known cost, fees	**A two-week delay before work starts**

The exact point on which counsel must rule

Closed question put to counsel: “Is the threshold set by the text assessed per commercial product line or per formulation?” **A precise question comes back in four days; an open one comes back in three weeks.**

> **No option is recommended.** Choosing between six weeks of internal workload and twenty-six lines handled as they come depends on the workload plan and the appetite for risk of management. **This is not evasion: it is a management trade-off.**

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What is proposed after the meeting

Element	Handling
Decision taken	Entered in the calendar with its owner
Check date	**Set in the meeting — a decision nobody revisits is a decision you will take twice**
Next review of the text	Set on the next effective date

For the committee to decide

Option chosen and owner appointed: _____

Check date: _____

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