**Controlling a Stage Checklist**

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| Cyclical Work |
|  | Authorize new work |
|  | Monitor progress information |
|  | Review the situation in relation to the stage plan |
|  | Sign off completed work |
|  | Issue new work and repeat the above steps |
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| Ongoing Tasks |
|  | Report on progress to the project board |
|  | Assess risk |
|  | Take corrective action if necessary |
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