

THE DBF OPERATING SYSTEM

DBF QUARTER

PLANNING GUIDE

Recalibrate. Realign. Reload. Set 3 Monthly Milestones — one per Big 3 — and lock the next 30 days.

FREQUENCY

Monthly

DURATION

30 min

OUTPUT

Milestones

RHYTHM

12x / year

DREAM IT. WRITE IT. BUILD IT. LIVE IT.



RETROSPECTIVE

LAST MONTH AUDIT

MONTH

Before you set the next month, audit the last. **Patterns from your last cycle are the data for this one.**

BIG 3 PROGRESS

BIG 3 GOAL	YEAR TARGET	ACHIEVED	%	ON PACE / BEHIND / AHEAD
1.				
2.				
3.				

WHAT WORKED LAST MONTH

1. _____
2. _____
3. _____

WHAT DIDN'T WORK

1. _____
2. _____
3. _____

ONE PATTERN

When were you at your best? Your worst? What was different?

Don't forget to celebrate your wins. *The reason most people quit isn't because they fail — it's because they fail to celebrate progress.*

01 DREAM · VISION CHECK

~ 5 MIN

Re-read your DBF Year vision notes.

Does the vision still feel true? (Y) (N)

Energy right now (0-10) _____

What do you want LESS of in the next 30 days?

What do you want MORE of?

What did the last month teach you about your dream life?

*If energy is low: it's a **SYSTEM** problem (Step 4) — not a goal problem. Don't lower goals because the system is leaking energy. Fix the system.*

02 GOAL · SET 3 MONTHLY MILESTONES

~ 10-15 MIN

One Milestone per Big 3. The **specific outcome you'll hit by end of month** that advances the Big 3.

1

BIG 3 - GOAL 1

THIS MONTH'S MILESTONE

NUMBER TARGET

DEADLINE (END OF MONTH)

2

BIG 3 - GOAL 2

THIS MONTH'S MILESTONE

NUMBER TARGET

DEADLINE

3

BIG 3 - GOAL 3

THIS MONTH'S MILESTONE

NUMBER TARGET

DEADLINE

*⚠ If a Big 3 is significantly behind pace, the Milestone should be **more aggressive, not less**. The goal isn't to feel better. The goal is to hit the goal.*

03 PLAN - RECALIBRATE

~ 10 MIN

Recalculate numbers based on actual progress.

BIG 3	YEAR TARGET	ACHIEVED	REMAINING	MONTHS LEFT	NEW MONTHLY	OLD MONTHLY
1.						
2.						
3.						

*New monthly > old monthly → you're **behind**. Adjust the plan or the calendar. Don't quietly accept it.*

LOCK THE MONTH'S CALENDAR

PERSONAL

FAMILY

BUSINESS

4 SUNDAY CEO REVIEWS [SCHEDULE NOW]

#1 — _____ #2 — _____ #3 — _____ #4 — _____

04 SYSTEM - AUDIT

~ 5 MIN

ACCOUNTABILITY HOLD UP?

HELL YES HELL NO

IF NO - WHAT BROKE?

Partner unavailable Skipped check-ins
 No real consequence Other: _____

TRACKING + ENVIRONMENT

NUMBERS LOGGED?

Daily Weekly Monthly

Environment that HELPED last month

Environment that HURT

Change this month

05 HABIT - REVIEW

~ 5 MIN

HABIT	TARGET	HIT	STICKING / SLIPPING?

Slipping = system problem, not motivation. More accountability? Different time, place, trigger?

Habits to REMOVE

Habits to ADD

Frequency CHANGE

06 ACTION - CONSISTENCY REVIEW

~ 5 MIN

% days I ran Daily Session

% days I hit at least 1 of Today's 2

% days I hit BOTH

WHEN DID ACTION BREAK DOWN?

Travel

Stress

Specific people

Days of the week

Times of day

Other

IF [trigger]

THEN I will

*Pre-deciding is the difference between members who execute and those who don't. **Don't negotiate in the moment.***

07 STEP SEVEN · COMMITMENTS **COMMIT & RECOMMIT**

~ 3 MIN

07 RECOMMIT · HELL YES ON THE BIG 3?

~ 3 MIN

Word _____

Mantra _____

STILL HELL YES ON THE BIG 3?

Goal 1 (Y) (N)

Goal 2 (Y) (N)


Goal 3 (Y) (N)

IF WAVERING – WHAT'S THE ISSUE?

Goal is wrong → recast

System needs fix → Step 4

I'm flinching → recommit or be honest

 **Don't quietly drift.** Naming the doubt forces a decision.

SIGNED _____

DATE _____

x

◆ PRE-MORTEM · ANTICIPATE THE SLIP

It's day 30 and you've fallen off. What happened? Name it now — so you can prevent it.

Most likely reason this month falls apart _____

My countermove if it shows up _____

One thing I'll celebrate when I finish strong _____

Date I'll celebrate it _____

YOU'RE LOCKED IN FOR THE MONTH

30 DAYS. 3 MILESTONES. RECALIBRATED & RECOMMITTED.

The pyramid keeps building. Run the loop.

WEEK

Each **Sunday** — 3 Weekly Wins drawn from this month's Milestones.

DAY

Each **morning** — Today's 2, pulled forward from the Weekly Wins.

NEXT QUARTER

In **30 days** — recalibrate. Same loop, new milestones.