

T H E D B F O P E R A T I N G S Y S T E M

# DBF WEEK

## PLANNING GUIDE

*Sunday is the CEO Review. Set the next 7 days from the Monthly Milestones. Run the system.*

FREQUENCY

**Sundays**

DURATION

**15-20 min**

OUTPUT

**Weekly Wins**

RHYTHM

**52x / year**

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



SUNDAY CEO REVIEW

# LAST WEEK IN REVIEW

WEEK OF

For each of last week's 3 Wins, mark status. **Carry-forwards become this week's #1.** No dodging.

#	LAST WEEK'S WIN	DONE	MISSED	IN PROGRESS
<b>1</b>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>2</b>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>3</b>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Completion rate \_\_\_\_\_ / 3 Carry-forwards still mattering →

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## 01 DREAM · MENTAL RESET

~ 2 MIN

Word of the DBF Year

Mantra of the DBF Year

Why does **THIS week** matter inside the bigger picture?

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# 02 STEP TWO · GOALS SET 3 WEEKLY WINS

~ 5-10 MIN

## 02 GOAL - ONE WIN PER MONTHLY MILESTONE

~ 5-10 MIN

For each Monthly Milestone: what needs to happen this week to advance it? **"Done looks like"** is non-negotiable.

### 1 WIN - ADVANCES MONTHLY MILESTONE

\_\_\_\_\_

"DONE LOOKS LIKE"

NUMBER TARGET

\_\_\_\_\_

### 2 WIN - ADVANCES MONTHLY MILESTONE

\_\_\_\_\_

"DONE LOOKS LIKE"

NUMBER TARGET

\_\_\_\_\_

### 3 WIN - ADVANCES MONTHLY MILESTONE

\_\_\_\_\_

"DONE LOOKS LIKE"

NUMBER TARGET

\_\_\_\_\_

**⚠ CARRY-FORWARDS GO FIRST.** If last week's Win was missed and still matters, it's **this week's #1**. Don't pretend last week didn't happen.

### 03 PLAN - BLOCK THE WEEK

~ 5-10 MIN

For each Win, calendar-block it specifically — time + place. **Move the meeting, not the Big 3 work.**

WIN 1

Time block

Location

WIN 2

Time block

Location

WIN 3

Time block

Location

#### CONFLICTS & BLOCK SCHEDULE

Meetings to move / conflicts

Creator block (deep work)

Operator block (execution)

Accelerator block (revenue/growth)

Dominator block (long, solo, undistracted)

Disruptions / travel pre-plan

### 04 SYSTEM - RUN SUNDAY CEO REVIEW

~ 10 MIN

#### ACCOUNTABILITY CHECK-IN

Checked in with partner last week? (Y) (N)

If yes — what came out of it?

#### TRACKING + CALENDAR + ENVIRONMENT

Last week's numbers logged

This week's targets visible

Habit completion logged

Calendar matches the 3 Wins

Travel / guests this week?

Disruptions pre-planned

Environment pre-plan for the week ahead

## 05 HABIT · WEEKLY COUNT

~ 3 MIN

HABIT	TARGET	HIT	STATUS
			STICKING / SLIPPING
			STICKING / SLIPPING
			STICKING / SLIPPING
			STICKING / SLIPPING
			STICKING / SLIPPING

This week's targets — same or adjusted?

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Schedule supporting blocks (workouts, reading, family dinners)

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## 06 ACTION · PLAN ACTION BLOCKS

~ 5 MIN

For each Win — the **FIRST** physical step. Concrete.

Win 1 — first move

\_\_\_\_\_

Win 2 — first move

\_\_\_\_\_

Win 3 — first move

\_\_\_\_\_

**The Win that gets advanced first thing Monday is the Win that gets done by Friday.**

## 07 COMMIT · MINI RECOMMIT

~ 1-2 MIN

Word

\_\_\_\_\_

Mantra

\_\_\_\_\_

All-in this week?

HELL YES  HELL NO

**If Hell No — name what's wavering. Decide before Monday morning.**



YOU'RE LOCKED IN FOR THE WEEK

**NOW GO EXECUTE**

YOU'RE LOCKED IN FOR THE WEEK

**7 DAYS. 3 WEEKLY WINS. CALENDAR LOCKED.**

- ✓ 3 Weekly Wins tied to Monthly Milestones
- ✓ Accountability current
- ✓ First moves identified
- ✓ Calendar blocked per Win
- ✓ Habit count + targets locked
- ✓ Hell Yes recommitted

WHAT'S NEXT

**7 Daily Planning Sessions. Block #1 tomorrow morning.**

*The Win that gets advanced first thing Monday is the Win that gets done by Friday. Run the loop.*