



TECHNICAL DECISION TEMPLATE

Architecture Decision Record

Record a bounded technical decision, alternatives, evidence, risks, reversibility, consequences, and revisit triggers.

Record a bounded technical decision, alternatives, evidence, risks, reversibility, consequences, and revisit triggers. Use one identified candidate, system, operation, or decision per copy so the record remains reviewable.

USE THIS RESOURCE WHEN

- Use it when a technical choice affects system boundaries or future change cost.
- Ownership, evidence, or decision authority must be explicit.
- Another person must be able to review or reproduce the result.



Free Academy resource

English • US Letter edition • Fillable PDF • v1.0

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How to use it

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HOW TO USE IT

- 1 Identify the exact subject and baseline before filling the working sections.
- 2 Separate verified facts from assumptions and unresolved questions.
- 3 Link evidence to the candidate, build, version, or decision it actually supports.
- 4 Record an accountable decision, owner, and next trigger before closing the document.

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USE AND SHARING

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1. Decision context

ADR ID / date / status

Be specific. Name the source, evidence, owner, and decision where applicable.

Decision owner

Be specific. Name the source, evidence, owner, and decision where applicable.

Context / problem

Be specific. Name the source, evidence, owner, and decision where applicable.

1. Decision context — continued

Player or product effect

Be specific. Name the source, evidence, owner, and decision where applicable.

Constraints and invariants

Be specific. Name the source, evidence, owner, and decision where applicable.

System boundaries / authorities

Be specific. Name the source, evidence, owner, and decision where applicable.

2. Options and evidence

Option A — benefits / costs / risks / evidence

Be specific. Name the source, evidence, owner, and decision where applicable.

Option B — benefits / costs / risks / evidence

Be specific. Name the source, evidence, owner, and decision where applicable.

Option C — benefits / costs / risks / evidence

Be specific. Name the source, evidence, owner, and decision where applicable.

3. Decision and consequences

Decision and rationale

Be specific. Name the source, evidence, owner, and decision where applicable.

Rejected options / why

Be specific. Name the source, evidence, owner, and decision where applicable.

Reversibility

Be specific. Name the source, evidence, owner, and decision where applicable.

3. Decision and consequences — continued

Implementation consequences

Be specific. Name the source, evidence, owner, and decision where applicable.

Validation and acceptance evidence

Be specific. Name the source, evidence, owner, and decision where applicable.

4. Governance

Unresolved questions

Be specific. Name the source, evidence, owner, and decision where applicable.

Risk gates / owners

Be specific. Name the source, evidence, owner, and decision where applicable.

Revisit trigger or date

Be specific. Name the source, evidence, owner, and decision where applicable.

Supersedes / superseded by

Be specific. Name the source, evidence, owner, and decision where applicable.