**Objective achievement plan**

Responsible:

Updated:

The plan to achieve the objectives is established. An example table:

|  |  |  |
| --- | --- | --- |
|  |  | Note |
| Objective (what) |  |  |
| Indicator |  |  |
| Process |  |  |
| Policy |  |  |
| Procedure |  |  |
| Plan |  |  |
| Resources (who, with what) |  |  |
| Action |  |  |
| Monitoring |  |  |
| Responsible |  |  |
| Deadline |  |  |
| Follow-up (effectiveness of actions) |  |  |