SYSTEMS AND PROCEDURES IMPROVEMENT

WORKPAPER

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| **Objective** | e.g. (to have all key practice systems documented and operational within our team) |
| **Timeframe to achieve objective** |  |
| **Strategies to be employed** | 1.  2.  3.  4. |
| **Milestone events to measure progress** | 1.  2.  3.  4. |
| **Resources required** | 1.  2.  3.  4. |
| **People responsible for implementation** |  |
| **Outcomes achieved** | 1.  2.  3.  4. |

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