SYSTEMS AND PROCEDURES IMPROVEMENT

WORKPAPER

|  |  |
| --- | --- |
| **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. |

Copyright © CPA Australia Ltd (“CPA Australia”) (ABN 64 008 392 452) and Hayes Knight Ltd. (ABN 90 107 532 945), 2016. All rights reserved. CPA Australia and the author have used reasonable care and skill in compiling the content of these materials. However, CPA Australia and the author make no warranty as to the accuracy or completeness of any information contained therein nor does CPA Australia accept responsibility for any acts or omissions in reliance upon these materials. These materials are intended to be a guide only and no part is intended to be advice, whether legal or professional. All persons are advised to seek professional advice to keep abreast of any legal or other reforms and developments.

October 2016