

17. ACTION PLAN #2 TEMPLATE

In the Action Plan #1 SVP and [Design Partner] had defined the key deliverables of the SVP [Design Partner] engagement. A review was carried out at the end of [Quarter #] to understand the progress on the plan. The learnings from [Quarter #] are incorporated in this Quarter's plan in this Action Plan #.

This Action Plan details the refined Quarterly Plan for [Quarter #] that are important to achieve the objectives of the engagement.

Time Frame: [Start Date - End Date]

Deliverable 1: [Name of the Deliverable]

Objective:	Expected Outcomes:
Description of the Activities:	Timeline:
Resources Required:	Roles & Responsibilities:
Baseline Data for the Deliverable:	Changes from the previous plan:

Deliverable 1: [Name of the Deliverable]

Objective:	Expected Outcomes:
Description of the Activities:	Timeline:
Resources Required:	Roles & Responsibilities:
Baseline Data for the Deliverable:	Changes from the previous plan:

Deliverable 1: [Name of the Deliverable]

Objective:	Expected Outcomes:
Description of the Activities:	Timeline:
Resources Required:	Roles & Responsibilities:

Baseline Data for the Deliverable:	Changes from the previous plan:

Annual Action Plan

Quarter 1	Quarter 2	Quarter 3	Quarter 4
Deliverable 1	Deliverable 1 Deliverable 2	Deliverable 1 Deliverable 3	Deliverable 3