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| **SIMPLE ACTION PLAN TEMPLATE. [A green sign with white text  Description automatically generated with medium confidence](https://www.smartsheet.com/try-it?trp=11735&utm_source=integrated-content&utm_campaign=/content/microsoft-word-action-plan-templates&utm_medium=Simple+Action+Plan+doc+11735&lpa=Simple+Action+Plan+doc+11735)** | | | | | | |
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| **BENCHMARKS FOR SUCCESS** | | | | | | |
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| **EVALUATION PLAN** | | | | | | |
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| STRATEGIC ACTION DESCRIPTIONS | PARTY / DEPT RESPONSIBLE | DATE TO BEGIN | DATE DUE | RESOURCES REQUIRED | POTENTIAL HAZARDS | DESIRED OUTCOME |
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| **ADDITIONAL NOTES** | | | | | | |
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