

# OUR ACTION PLAN – RESPECT

GROUP:

DATE:

Problems we  
want to solve

Objective

What is to  
be done?

Who is  
responsible?

Timetable/  
deadline?

Resources?

How/when to  
follow up?

Fast/  
we do it  
ourselves

Bigger/  
to be handed  
over

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Fast/ we do it ourselves							
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GROUP:

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Direct

Later

Internal

External
