

Annual Work Plan Template

For the Year: 20XX

Organisation Purpose:					
Objective 1:					
Tasks/Activities/Actions:	Human Resources Required:	Financial Resources Required:	Other Resources Required:	Completion Date:	Person(s) Responsible:

Objective 2:

Tasks/Activities/Actions:	Human Resources Required:	Financial Resources Required:	Other Resources Required:	Completion Date:	Person(s) Responsible:

Adopted by Management Committee/Board on: (dd/mm/yy)

Objective 3:

Tasks/Activities/Actions:	Human Resources Required:	Financial Resources Required:	Other Resources Required:	Completion Date:	Person(s) Responsible:

Adopted by Management Committee/Board on: (dd/mm/yy)