












(SAMPLE ONLY)

New Zealand Institute of Surveying

[NAME] Branch/Stream/Division

Annual Plan [YEAR]

As At [DATE]

STRATEGY	ACTION	TIME FRAME	PROGRESS TO DATE	PERSON RESPONSIBLE	NOTES TO TARGET
EXAMPLES					
1. Outcomes - Develop outcomes sought by the Branch that reflect increased membership support and innovation.					
1.1 Sub-goal(s)	a) Events	Now	  	Who?	Provide detail of event to be help and desired outcome
2. Education and Training – support a method reflective of Branch members.					
2.1 Sub-goal(s)	a) Ensure CPD or training options reflects the needs and wants of the Division.	March	  	Who?	Provide a position statement and input for CPD and training support for your Div.
3. Other					
3.1 Sub-goal(s)	a) ???		  		
	b) ???		