**StressAssess**

[**www.stressassess.ca**](http://www.stressassess.ca)

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| **Recommendation Work Plan and Tracking Tool** |

The following table is provided as a sample to assist you in preparing your recommendations for presentation.  
If you are in a large organization, with several different departments consider completing this tool with each department.

**Table

Description automatically generated with low confidence**

|  |  |
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| **Recommendation Work Plan and Tracking Tool** | |
| **Developed by:** | **Staff:** |

Use the **Identified Concerns** from ***your survey results*** to complete the following mini-table(s):

|  |  |  |  |  |
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| **IDENTIFIED CONCERN** | | | | |
| **#** | **Recommendation** | **Date** | **Action** | **Comments** |
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| **IDENTIFIED CONCERN** | | | | |
| **#** | **Recommendation** | **Date** | **Action** | **Comments** |
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| **IDENTIFIED CONCERN** | | | | |
| **#** | **Recommendation** | **Date** | **Action** | **Comments** |
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| **IDENTIFIED CONCERN** | | | | |
| **#** | **Recommendation** | **Date** | **Action** | **Comments** |
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To continue building your **Recommendations Work Plan and Tracking Tool**,  
 copy/paste additional IDENTIFIED CONCERN mini-tables here.