



## REPORTING

### Simplified Action Plan Performance Review

For each objective:

(5 min max per objective)

- ✓ Monitoring the progress of planned actions  
*Are the planned actions progressing as expected?*  
*Overall what is the status of the objective?*
  
- ✓ Monitoring the risks associated with our planned actions  
*Are there new challenges involved in their implementation?*  
*If so, what measures are required to appropriately address the identified risk(s)?*  
*Are the necessary countermeasures in place/in practice?*
  
- ✓ Monitoring results (annual indicators, i.e., targeted results)  
*Do our actions produce their desired results?*  
*Do some of our actions need to be adjusted?*

Ad-hoc points throughout the year:

- ✓ Review of the entire annual action plan (Bi-annually: July, March)  
*What is our status vis-à-vis the overall objectives?*  
*In case of deviations, what adjustments should be applied?*  
*Are there any new external factors that require us to adjust our plan?*
  
- ✓ Review of our long-term performance (organizational mandate/mission)  
*How are we fulfilling our mandate?*  
*Are our current orientations and objectives producing the desired results?*