

## Action plan template

Looking at the information gathered from the [healthy workplace audit tool](#) and [healthy workers survey](#), prioritise the top three risks.

- 1.
- 2.
- 3.

The next step is to develop your action plan. This template can be used to record what you are going to do to address these risks and how you will do it. The [Work health and wellbeing interventions tool](#) outlines a range of possible interventions to guide you in designing a healthy workplace.

When developing your interventions, consider the following:

<b>Work organisation:</b>
This includes systems, policies, procedures, processes, physical and mental demands, work characteristics and the organisation.
<b>Work environment:</b>
This includes the plant, equipment, materials, vehicles, buildings and structures where the work is performed.
<b>Worker directed:</b>
The physical, emotional and mental capacities and behaviours demonstrated.

Identified risk	Implementation target	Interventions	Tasks	Key people	Resources required	Timeframe of implementation	Measure of success
	Work organisation						
	Work environment						
	Worker directed						
	Work organisation						
	Work environment						
	Worker directed						
	Work organisation						
	Work environment						
	Worker directed						