

## DEPARTMENTAL WORKPLAN

**WORKPLAN PERIOD:** .....

**DEPARTMENT/SECTION:** .....

**LONG-TERM OBJECTIVE NO :** (As stated in the Strategic Plan)

.....

.....

ANNUAL OBJECTIVES	TARGETS	SCHEDULE OF ACTIVITIES	DEPARTMENTS/ ORGANISATIONS CONTRIBUTING TO PROGRESS	PERSONNEL INVOLVED	ESTIMATES OF MATERIALS SUPPLIES EQUIPMENT AND SERVICES		
					ITEM	QUANTITY	COST(K)

**ASSUMPTIONS:**

1. ....
2. ....
3. ....
4. ....
5. ....