

Risk Management & Insurance Churches



I. Risk Management Action Plan

Complete this Action Plan as suggested in section 40 of the book. This will give an overview of the actions to be taken to implement a Risk Management Program.

Instructions

1. Against each section tick yes if the section needs to be actioned at your church or no if it has no application.
2. In the *Action required* column give a broad explanation of what needs to be done to implement the requirements of this section.
3. In the next column insert the name of the person who will implement the requirements of that particular section.
4. Allocate a time frame for completing the actions required by inserting a target completion date.
5. Insert a date completed when the required actions have been completed.
6. Each month review this document to check progress and review target completion dates if necessary.

Section	Y	N	Actions required	Responsible person	Target date	Date completed

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