ACTION PLAN 1

S Specific M Measurable A Achievable R Relevant T Time bound

What is your goal? What do you want to achieve? From what metric? To what metric? By what date?

I want to have a standard receivables threshold for all schedules by December 31st

BOTTOM LINE: Benefits of Achieving Your Goal

With having a standard of what is acceptable in regards to our cash exposure will help us both monitor, and remain focused on our cash position

Consequences of Not Achieving Your Goal

We will just continue to put out fires, and work less efficient in regards to cash management

When will you start? October 1st

How will you gauge your progress? When? Using which metrics?

Once we have identified the benchmarks, we will monitor the metrics, and we will continue to lower those benchmarks

What specific actions will you take to achieve your goal? Who can help you?

I will identify resonable benchmarks, I will distribute those expectaions to our team, and we will monitor them daily, weekly, monthly.

Potential Challenges?	Potential Solutions?
Coming up with a resonable benchmark for all accounts	I will work with our CFO and managment team to identify the correct benchmark