**Activity Analysis Template**

See *Workforce Planning within a System* for instructions on how to use this template.

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Mission Statement** | | | | | | | | | |
|  | | | | | | | | | |
| **System Purpose** | | | | | | | | | |
|  | | |  | | | |  | | |
| **Process (or Pathway) – How do we do this?** | | | | | | | | | |
|  |  |  | |  |  |  | |  |  |
| **Activities** | | | | | | | | | |
|  |  |  | |  |  |  | |  |  |
| **Time taken to complete Activities** | | | | | | | | | |
|  |  |  | |  |  |  | |  |  |
| **Demand for each Activity (absolute or %)** | | | | | | | | | |
|  |  |  | |  |  |  | |  |  |
| **Competences** | | | | | | | | | |
|  |  |  | |  |  |  | |  |  |
| **Roles** | | | | | | | | | |
|  |  |  | |  |  |  | |  |  |
| **Location** | | | | | | | | | |
|  |  |  | |  |  |  | |  |  |