Chapter 5: Next Steps

Considering all the responsibilities that come with maintaining your business, it’s easy to lose track of the activities that you planned for your water system. This chapter is to keep a list of those activities, to set target start and completion dates, and to track your progress. It’s your opportunity to commit to the future action you decided you need to take while completing the previous sections. **If your last sanitary survey report listed any deficiencies, make sure to include the corrective action in this section.**

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**CHAPTER TOPICS**

This chapter has only one section and one purpose: To help you keep track of activities that you plan to do for your water system.

5.1 List of Future Activities

**Purpose**

To document and track future water system activities.

**How to complete this section**

Complete Table 5-1 by listing all the future activities you identified in the previous sections. Include the estimated cost, if you can, so you can prioritize and plan for the activity. After you determine the start date, include the activity and its cost in your list of future expenses (Section 4.3).

Table 5-1

Future Activities

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Item to address** | **Priority**(H, M, L)  | **Estimated cost** | **Target** **start date** | **Target** **completion date** | **Actual completion date** |
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