# Statutory Declaration Action Plan Past, present and future improvement actions

*This table becomes a standing agenda item for the Programme Academic Quality Committee meetings for tracking progress.*

***Each action on the plan must be SMART – specific, measureable, achievable, relevant and timely.***

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| ***Action number*** | ***Continuous Improvement Action*** | ***Individual responsible*** | ***To be done by (date)*** | ***The action will be considered successful when***  ***(intended outcome)…*** | ***Achievement to date***  ***(actual outcomes, including dates achieved)*** |
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