

Example Assessment Plan

ACME CO.
Sample Assessment Plan

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Date Submitted:

Mission Statement:

The Acme Co. mission is to uphold the quality of its products and provide the highest commitment to its customers.

Goals	Outcomes	Opportunities	Analysis	Results	Improvement Plan
Maintain the company's standards of quality	Provide high-quality anvils for consumer use	Integrate existing skills	Bi-annual review of QA results	Held training sessions for new hires	Proposed recommendations based on the assessment results
Attract and retain highly qualified employees	Expand marketing division to additional markets	Establish and maintain current skills for anvil production	Collect and report on the anvils field testing results for durability and reliability	Identify and report on the tests and marketing efforts	