## 1.0 - Set Strategic Direction

- Initiate Annual SWP Process
- Identify key factors & potential impact on workload

## 2.0 - Conduct Workforce Forecast & Demand Analysis

- Conduct a workload forecast
- Perform workforce demand analysis

## 3.0 - Conduct Workforce Supply Analysis

- Assess inventory (supply) of current workforce
- Identify inventory (supply) of future workforce

#### 6.0 - Monitor, Evaluate, and Revise Strategies

- Set performance indicators
- Assess performance
- Adjust plans based on performance feedback
- Communicate progress

# 5.0 - Develop and Execute Office/ Region Strategies

- Formulate strategies
- Incorporate into budget formulation/ execution
- Execute strategies

### 4.0 - Perform a Gap Analysis and Risk Assessment to Prioritize Results

- Perform gap analysis
- Perform risk assessment on gaps and surpluses

#### Deliverables

1.0 Key Factors & Potential Impact on Workload

> 2.0 Workload Forecast & Demand

3.0 Workforce Supply

4.0 Prioritized List of Gaps/Surpluses

5.0 Strategies & Action Plans

6.0 Monitor Progress