**FOR BUDGET MANAGEMENT**

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[Job Title Here]

**Job Title:**

[Signature Here]

Name & Signature:

**REVIEW & APPROVAL:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **RANK** | **ACTION** | **IMPACT** | **COST** | **RESOURCES** | **DEADLINE** | **STATUS** |
| **1** | Decrease the budget for ambulance maintenance and consider hiring cheaper | High | Low | Financial officer | August 31st, 2023 | Not Started |
| **2** | Set up a new scheduling system that only utilizes the right amount of the staff | High | Medium | HR Manager, Medical Officer Manager | September 2nd, 2023 | Ongoing |

Impact and cost are defined as either Low, Medium, or High

**ACTION PLANS:**

* Increase profit margin by 12% for the current fiscal year.
* Decrease operational cost by 20% for the current fiscal year.

**GOALS:**

This action plan seeks to resolve the financial issue the company is currently having. [Last year), the company posted a remarkable number of sales yet did not gain an approving profit due to high costs in operation. Management has identified two problem sources: overstaffing during lull hours and costly vehicle maintenance. The team will set up a meeting as soon as possible to address these problems.

**INTRODUCTION:**

[Add Name Here]

**Date:**

**Prepared By:**

[Insert Date Here]

[Atlanta Emergency Medical Services]

[Finance]

**Department:**

**Company Name:**

***EMERGENCY***

**RESPONSE PLAN**