

# Policy Planning Worksheet

Date:

Prepared By:		
Policy Title:		
Status:	New Policy	Version:
		Revised Policy
		Version:
Classification:		
Implementation Date:		Expiration Date:
Policy Development Timeline		
Phase:	Target Start Date:	Target End Date:
Policy Stakeholders:		

Policy Summary:

Policy Scope Inclusions:

Policy Scope Exclusions:

Policy Purpose: