



Action plan — seventeen actions ranked

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Ranked by exposure removed against ease of implementation · fictional document

Fictional document — demonstration example

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Fictional document, produced for the demonstration. **The choice and the schedule belong to the employer**: the ranking below is an argued proposal.

The first five actions

Rank	Action	What points to it	Implementation
1	Booth ventilation opened before the first shift	The 9 reports cluster on morning shifts	An instruction and a timer
2	Storage of flammables reworked	12 February fire, started from a can in the sanding area	Dedicated cabinet, maximum quantity in the workshop
3	Guard completed on the new panel saw	No report — less protection than the machine replaced	Supplier intervention

Rank	Action	What points to it	Implementation
4	Harness training for the fitters	Same-level fall on site, 8 fitting reports	External session
5	Exposure measurement in finishing	No reading at all since the workshop opened	Request to the occupational health service

The action deliberately deferred, and why

Extraction at source on the sanding stations — placed at rank 6. Justified on the merits, it **shuts the workshop for three days** and its sizing depends on a measurement that has not been made. **Launching it before the measurement risks sizing it wrong** — and redoing an installation costs more than waiting three weeks.

How an action is closed

Action	Closure evidence expected
Ventilation before shift	Photo of the timer + notice posted in the booth
Storage of flammables	Delivery invoice + photo of the reorganised store
Saw guard	Certificate from the technician who fitted it
Harness training	Attendance certificate
Exposure measurement	Measurement report

An action declared done without evidence stays open. Five did for two to three weeks — and that is what separates an action plan from a list of good intentions.

Actions retained and schedule settled by: _____ on _____

isolation depends on the deployment mode set out in the quotation, no dedicated isolation being presumed; the encryption mechanisms in transit and at rest, their components and key management are those documented for the architecture chosen; roles and permissions are configured and accepted for the identities and systems actually connected; the events logged, their content, their retention period and who may access them are defined for the deployment chosen.