

# The 5 Rs of Workforce Planning: Free Template Included



## Right size

Balance team size with budget constraints and skill coverage.



## Right shape

Optimize your organizational structure for efficient decision-making and execution.



## Right skills

Identify and prioritize critical skills essential for achieving business goals.



## Right site

Place employees in roles where they can maximize their potential and impact.



## Right spend

Balance budget constraints with the need for qualified personnel.



# Sample Workforce Plan

**S Ashworth**



## **Sample Workforce Plan:**

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