



How to create a water management plan **for your small business**

Step	Action Item	Notes
Step 1: Assess current water use	Conduct a water audit	<input type="checkbox"/>
	Identify high-use areas	<input type="checkbox"/>
	Check for inefficiencies	<input type="checkbox"/>
Step 2: Define goals and objectives	Set clear targets	<input type="checkbox"/>
	Align with business values	<input type="checkbox"/>
Step 3: Develop strategies	Prioritise quick wins	<input type="checkbox"/>
	Incorporate technology	<input type="checkbox"/>
	Engage employees	<input type="checkbox"/>
Step 4: Implement and communicate	Roll out the plan	<input type="checkbox"/>
	Promote awareness	<input type="checkbox"/>
Step 5: Monitor and review	Track progress regularly	<input type="checkbox"/>
	Adjust strategies as needed	<input type="checkbox"/>
	Report results	<input type="checkbox"/>
Step 6: Celebrate and scale	Celebrate successes	<input type="checkbox"/>
	Expand water conservation efforts	<input type="checkbox"/>