

Sample Succession Plan

Organization Name

Department Name

Key Position Title	Incumbent Name	Position Vulnerability			Succession Candidate Names		
		Open in < 1 Yr	Open in 1-3 Yrs	Open in 3 + Yrs	Ready in < 1 Yr	Ready in 1-3 Yrs	Ready in 3 + Yrs

Source: HR News, September 2012; "Strategic, Workforce, and Succession Plans: Organizational Success All Rolled Into One" and SHRM, May 2013, "Succession Planning Training for Supervisors".