



## Aim Statement Template

**Name:** Drinking Water Sanitary Survey Project

**We aim to:** (What are we trying to accomplish? Use words like improve, reduce, and increase to identify the overall goal. Make it specific, measurable, achievable, and relevant.)

- 1) To reduce the number of days to issue a drinking water sanitary survey report by 25% (from day of survey to issue of report)
- 2) To reduce the number of steps involved in the preparation and completion of the drinking water sanitary survey process from x to x.

**because:** (Why is it important? Why is it important now? Answer the “so what” question and describe the rational and reasons to work on this improvement project.)

To reduce the time it takes to alleviate potential public health violations to ensure adequate quality and quantity of water for the public and maximize public health protection.

**for:** (Who is your specific target population/customer?)

The public and water suppliers

**by when:** (specific time frame, ie, month/year in which you intend to complete the improvement)

By the end of 2014

**We will achieve this by:** (How will you carry out the work and reach your overall aim? Think of the resources at your disposal.)

Map out the process current and future.

**Our goals include:** (What are our measureable goals? Think of the key changes you need to make. State them as numeric goals that are specific, measurable, achievable, and relevant..)

- 1) To reduce the number of days to issue a drinking water sanitary survey report by 25% (from day of survey to issue of report)
- 2) To reduce the number of steps involved in the preparation and completion of the drinking water sanitary survey process from x to x. (to be determined)

