Prioritization activity on low hanging fruits for action planning by the participants

1. As a last session on day-3, before the closing remarks, this activity is to be performed by all participants.
2. This activity will help guide them for action planning for their respective facilities.
3. Draw a tree on a flip-chart paper and divide it into three sections/parts- as shown in the picture below.
4. The sections are to be labelled as low, middle and high hanging fruits from below upwards.
5. Explain the participants the division and relevance of these sections for the activity.
6. The participants will come and place/stick the post-its/paper slips with activities mentioned on them as enlisted in the ‘slips for low hanging fruits activity’ in either of these three parts as per their perception.
7. This will help set the priority actions for them, on practices which are easily achievable- placed in the lower most section (LOW HANGING FRUITS), practices which will require some level of effort and time for improvement- placed in the middle section (MID HANGING FRUITS) and practices which will require extra effort and are not so easy to achieve- placed in the upper most section (HIGH HANGING FRUITS).
8. Also ask the participants to provide a suitable time frame for completion of each of these 3 sections and mark it against the respective sections. This will help in time bound follow-up of actions.
9. Encourage all participants to develop their own facility specific action plans based on this activity- these could be displayed at appropriate work stations.
10. Applaud the participants for their contribution in this prioritization activity.