**Negotiating Plan Outline**

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| **Your Aim:** | |
|  | **Timescale:** |
|  | |
| **Main argument** | |
|  | |
|  | |
| **Timescale** | |
|  | |
| **Possible arguments from Management** | |
|  | |
| **Your counter argument** | |
|  | |
| **Review:** | |
| **Who** | |
| **When** | |
| **Outcome** | |
| **Date:** | |