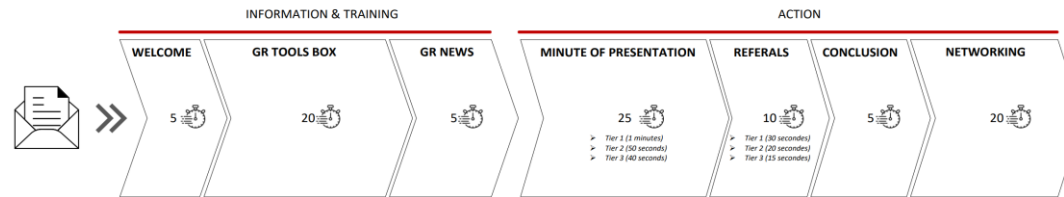


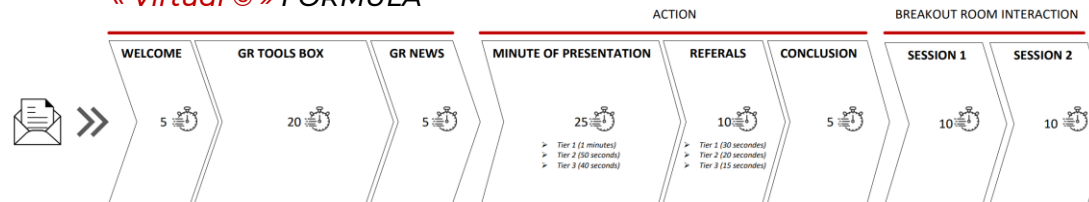
ACTION PLAN FOR THE GROUP'S SUCCESS

PRESIDENT

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MONTHLY

1. Monthly Meeting:

- Holds a mandatory monthly meeting with its Board of Directors and ensures that the Secretary-Treasurer takes care of completing the form for this purpose.

D DAY

2. Welcome:

- Ensure to have a strong and committed Board of Directors so as not to have to perform all the group tasks during the meeting.
- Start the meeting according to the group's format.

3. The action:

- Starts the minutes presentations.

4. Conclusion:

- Initiates the conclusion and invites visitors to join GR International.

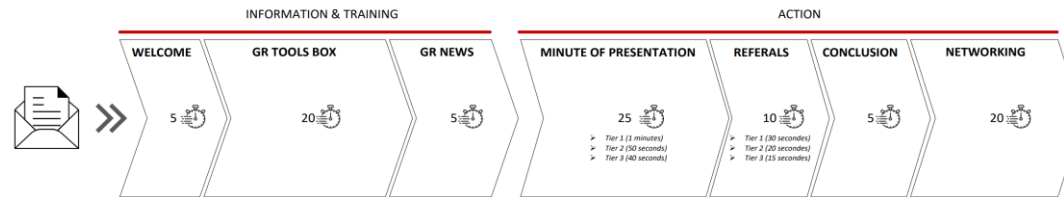
5. Communication with management:

- Forward to the District Manager or GR International any documents, relevant information, and/or changes concerning their group (members/ Board of Directors and events).

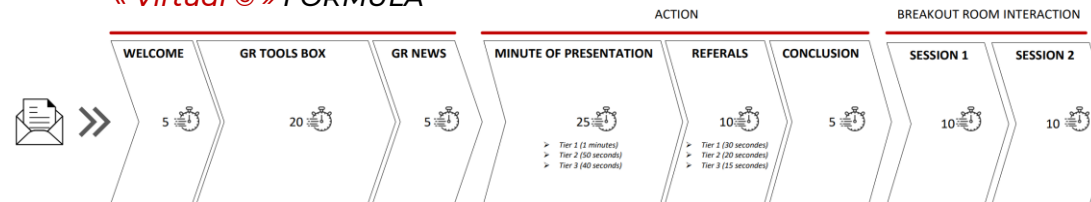
ACTION PLAN FOR THE GROUP'S SUCCESS

GREETHER

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D DAY -2

1. Communication:

- Upon confirmation of a guest, draft a welcome note.

2. Visitor Coordination:

- Coordinate the visitors who will come.
- Check the visitors' field of activity according to the policies of GR International.
- Prepare the group to welcome the visitors appropriately.

D DAY

3. Preparation before meetings:

- Be present at least 15 minutes before the start of each meeting (in-person / virtual).

4. Management of business cards in person:

- Ask each guest for 2 business cards and give one to the group president and one to the secretary-treasurer.

5. Visit rule for members & non-members:

- Ensure that a non-member visits the network only once.

6. Implementation of GR International policies:

- Ensure the application of GR International policies regarding representation by field of activity, as well as ensuring the respect for seat exclusivity if applicable.

7. Communication after the visit:

- Launch the breakout rooms.

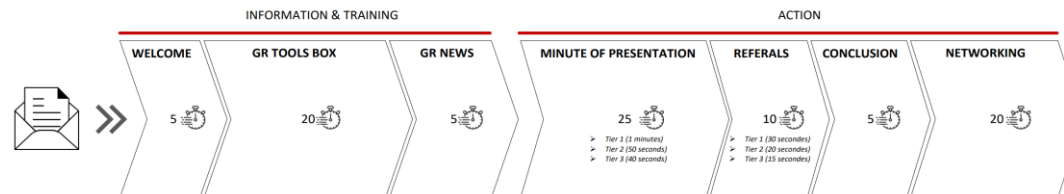
8. Communication after the visit:

- Within 24 hours after a meeting, write a note to thank the guests for their visit.

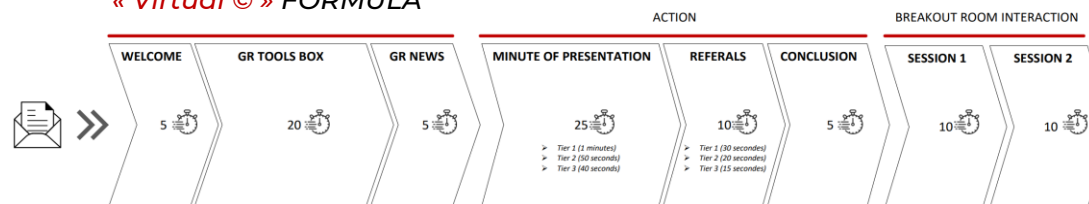
ACTION PLAN FOR THE GROUP'S SUCCESS

SECRETARY-TREASURER

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D DAY

1. GR & Local News:

- Stay informed about the GR news.

2. Complete information of visitors:

- Gather all necessary data from visitors in order to complete the Formstack with this information.

3. Planning of GR Toolboxes:

- Choose the topic of the next 4 GR Toolboxes.
- Register them on the GR International website.

4. Management of business cards in person:

- Presentation of the new GR.
- Presentation of local news.

5. Enter the meeting information:

- Fill out the form with the relevant details of the meeting.

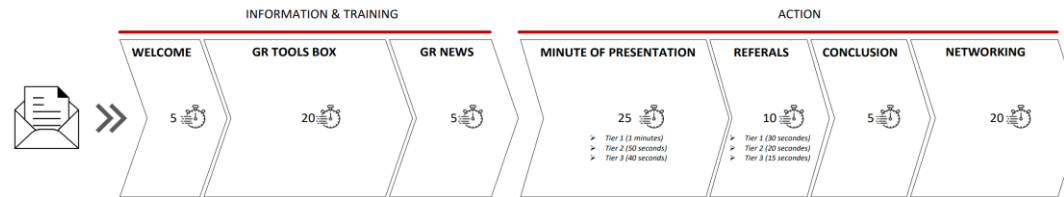
6. Form submission:

- Submit the Formstack form within minutes after the meeting.

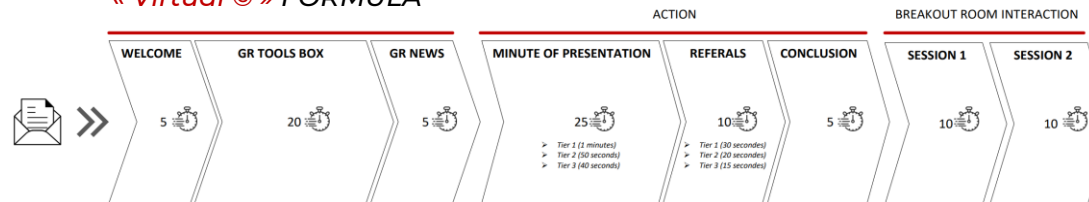
ACTION PLAN FOR THE GROUP'S SUCCESS

VICE-PRESIDENT

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D DAY

1. Time management:

- Manage the time for different sections of the meeting (welcome note, GR Toolbox, news, and presentation minute).

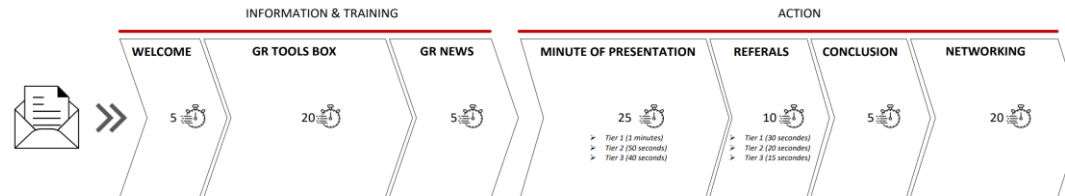
2. Supervise:

- Recruit and oversee the roles of other Board of Directors members.

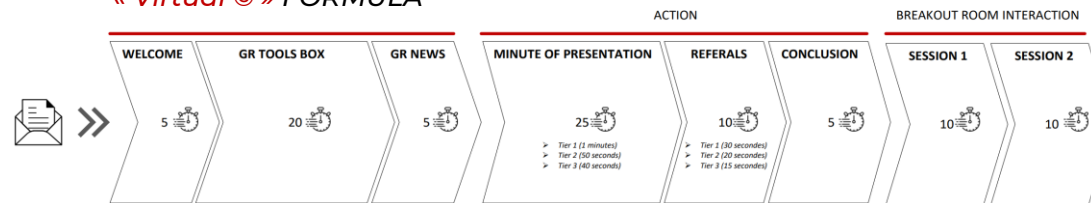
ACTION PLAN FOR THE GROUP'S SUCCESS

MEMBER REPRESENTATIVE

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D DAY

1. Members' profile:

- Ensure that the profile of the group members is completed properly.
- Ensure the reception of the welcome note for the new group members.
- Update the information on the group's page. (yellow bar, sections: information, toolbox & events)

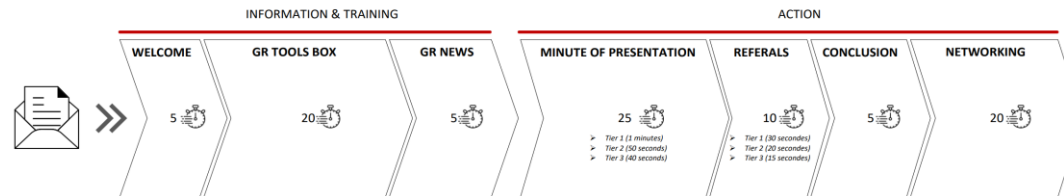
2. Member referrals:

- Refer the member according to their needs and requests to the appropriate section of the website.

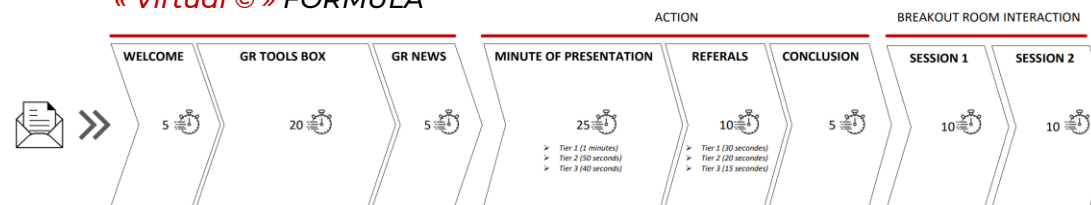
ACTION PLAN FOR THE GROUP'S SUCCESS

MEMBERS' REPRESENTATIVE

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D DAY -72H

1. Group Self-promotion

- Promote your group on social media platforms. (toolbox, seats, events & any other publications to promote the group).
- Encourage members to interact with your posts to increase their reach.