# Simple stakeholder engagement plan

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|  | **Instructions for filling out this template**  [Read more about managing your stakeholders](http://change.sa.gov.au/uploads/documents/Managing_your_stakeholders.pdf)  [Learn about engagement techniques](http://change.sa.gov.au/uploads/documents/Examples_of_engagement_techniques.pdf) |

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| **Priority** | **Stakeholder** | **Type of engagement (inform, consult, involve, collaborate, empower)** | **Method** | **Date/ frequency** | **Person responsible** | **Completed** |
| *e.g. 1* | *e.g. Jane Smith* | *e.g. Collaborate/empower* | *e.g. Structured interview* | *e.g. February* | *e.g. Bob Jones* | *e.g. Yes* |
| *e.g. 2* | *e.g. Front line staff* | *e.g. Collaborate/empower* | *e.g. Survey and focus group* | *e.g. March* | *e.g. Bob Jones* | *e.g. No* |
| *e.g. 3* | *e.g. Customers* | *e.g. Consult/involve* | *e.g. Deliberative polling* | *e.g. Monthly* | *e.g. Bob Jones* | *e.g. Ongoing* |
| *e.g. 4* | *e.g. John Smith* | *e.g. Consult/inform* | *e.g. Newsletter* | *e.g. Monthly* | *e.g. Bob Jones* | *e.g. Ongoing* |
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