GA@WORK

START, STOP, CONTINUE WORKSHEET

Use this sheet to capture any notes on the processes or changes we are reviewing and how they impact your agency.
You are encouraged to identify what your agency might start doing, stop doing, or continue doing as a result of GA@WORK

START

What new actions or processes will you begin?
Example: "Start using the new digital workflow for expense approvals."

STOP

What current actions or processes will you discontinue?
Example: "Stop using paper forms for expense reports."

CONTINUE

What existing actions or processes will you maintain?
Example: "Continue conducting quarterly performance reviews."