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| **RSAT Group assessment results – Priority Gaps & Actions**  |
| **RSAT Topic: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(1 – 10). Name of basin: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | Date: | Group: |
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| **Problem Analysis**What is the problem and the underlying cause? (5 Why’s? or Problem tree or Fish bone Problem analysis) | **Consequence of gap**What are the consequences if action is not taken to address the gap or issue | **Importance** Give ranking High, Medium or Low (H, M, L) and write reason for ranking | Recommended Action**(S.M.A.R.T.** recommendations) | Responsibility for actions: |
| **Sub-topic X:**  |  | **Rank** | **Reason for ranking** |  |  |
| Insert “problem or issue” |  |  |  |  |  |
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| **Sub-topic X:**  |  |  |  |  |  |
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| **Sub-topic X:**  |  |  |  |  |  |
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