SAMPLE

SENIOR EXECUTIVE SUCCESSION PLAN Identifying current succession options for senior executives. Return completed form to successn@mailbox.sc.edu or house internally. Subject to periodic review and audit by the Office of Audit and Advisory Services. Division/ Date College Name(s) of Candidate(s) **Identified for Potential Estimated Departure** ST **Senior Executive** Name of Int. Shot Term (ST) Backup, Date LT **Position** Incumbent Ext. Long Term (LT) Fill (or both) (if any) **Both** Internal (Int.) to UofSC, or External (Etc.)

Track Major Action Items to Ensure Development of Potential Succession Candidates				
Action Item	For Candidate Name	Assigned To Manage (self/other)	Deadline	Completed
	I	L		

Evaluate ongoing for changes in time to departure, successor availability and development schedule and organizational needs that may affect succession planning.