**Chapter Operations Best Practices**

**TOPIC***: Insert topic here*

**REGION VII EXPERTS:**

*List out experts here*

**WHAT IS THE SINGLE MOST IMPORTANT THING TO REMEMBER ABOUT THIS ACTIVITY?** *Single most important thing to know goes here*

**Limitations of best practice:**

**PLANNING AND PREPARATION STEPS:**

**KEY ELEMENTS FOR THIS ACTIVITY : (**information for implementing including examples, common errors, and tips)

**OTHER RELATED INFORMATION:**

**METRICS TO EVALUATE THE EFFECTIVENESS OF THIS ACTIVITY:**