

Cost Benefit Analysis

Cost benefit analysis for:

Cost benefit analysis prepared by:

Date of submission of the analysis:

Purpose of conduction the analysis: [the reason of conduction the analysis
or the objectives that the organization wants to achieve]:

Purpose: 1

Purpose: 2

Purpose: 3

Various cost types incurred

[details of various costs incurred]

Reason for incurring the cost [the exact output that the
organization wants to achieve by incurring that cost]

Alternative options : [the alternative options in which the cost can be incurred]

Alternative: 1

Alternative: 2

Alternative: 3

Conclusions:

Signature: