Chosen UKAS Certification Body	
ISO45001:2018 Stage 1 Target Date	
ISO45001:2018 Stage 2 Target Date	

No	Action	Who	Progress / Target
1	Conduct a Gap Analysis to ISO45001:2018. This will outline the requirements for the gaining certification to ISO45001:2018 along with the following:		
2	Commence work on the Context of the Organisation including the following: • Internal Issues • External Issues • Interested Parties • Risks and Opportunities • Legal Compliance		
3	Develop the Scope of the Organisation		
4	A coherent and documented Risk Treatment Plan should be established to reduce the risks outlined above		
5	Develop an Actions system for tracking actions, improvements and opportunities		
6	Develop the Health and Safety Policy		
7	Develop Management Processes covering the requirements of ISO45001:2018 including: • Risk Management • Training, Competency and Awareness • Control of Documented Information • Operational Control • Internal Audits • The control of Non-compliance • Management Review • Improvement Process • Health and Safety Legal Requirements		
8	Develop a full set of Health and Safety Operational Processes		
9	A full Management Review should be conducted. Legal compliance should be reviewed during the review		
10	Using the Risk and Opportunities in the Context and other analysis develop a comprehensive set of Health and Safety SMART Objectives		
11	Conduct training and awareness sessions on ISO45001:2018 and Health and Safety Management to relevant employees including ISO45001:2018 awareness briefing.		
12	Develop an Internal Audit Schedule and complete the program.		