

Integrated Management System (IMS) Action Plan

Chosen UKAS Certification Body			
Stage 1 Target Date			
Stage 2 Target Date			
No	Action	Who	Progress / Target
1	Conduct a Gap Analysis to PAS 99. This will outline the requirements for the gaining certification to ISO9001, ISO14001, ISO27001 and ISO45001 along with the following:		
2	Commence work on the Context of the Organisation including the following: <ul style="list-style-type: none"> Internal Issues External Issues Interested Parties Risks and Opportunities Aspects and Impacts Legal Compliance Statement of Applicability 		
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 Management System Policies		
7	Develop Management Processes covering the requirements of the Integrated Management System including: <ul style="list-style-type: none"> Risk Management Training, Competency and Awareness Control of Documented Information Operational Control Internal Audits The control of Non-compliance Management Review Improvement Process Aspects and Impacts Legal Requirements Product Lifecycle 		
8	Develop a full set of 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 SMART Objectives		
11	Conduct training and awareness sessions on the Integrated Management System.		
12	Develop an Internal Audit Schedule and complete the program.		