EHS Implementation Plan

52-week programme for establishing, implementing and certifying an integrated environmental and OH&S management system (EHS) — ISO 14001:2026 / ISO 45001:2018 EHS Edition

Start Date (Monday): Mon 4 May 2026 **Status Date:** 17 Nov 2026 **Target Finish:** 23 Apr 2027 **Overa**

Instructions

1. Set the Project Start Date in cell C4 — must be a Monday. All Gantt week dates and default task dates derive from this anchor.
2. Review each task's planned Start Date and Finish Date and adjust them to your organization's circumstances. Duration and the Gantt bars update automatically.
3. Assign an Owner to each task. Step numbers, Predecessors and Implementation Checklist file names are calculated and renumber automatically when steps are added or removed.
4. As work progresses, update Progress %. Status and Gantt bar colour update automatically (grey = not started, blue = in progress, amber = at risk, green = complete, red = overdue).
5. The Implementation Checklist file names link to the step documents in this folder — re-link them if you move the files. Milestones are flagged with Y; the Applies to column shows which standard(s) a step serves (blank = both).

Step	Phase	Activity	ISO 14001 Clause [E]	ISO 45001 Clause [S]	Owner	Predecessors	Implementation Checklist	Start Date	Finish Date
1	Initiate	Top management commits to the EHS, assigns resources, appoints the EHS Lead and forms the EHS Implementation Team	5.1, 5.3, 7.1	5.1, 5.3, 7.1	Top Management		PR001-Step-01_Assign_Resources_Form_EHS_Team.docx	4 May 2026	15 May 2026
2	Initiate	Obtain the standards in scope and build core team knowledge of their requirements	7.2, 7.3	7.2, 7.3	EHS Lead	1	PR002-Step-02_Adopt_ISO_14001_and_ISO_45001.docx	11 May 2026	29 May 2026
3	Plan	Determine external and internal issues, including climate change (per clause 4.1)	4.1	4.1	EHS Lead	2	PR003-Step-03_Determine_Context.docx	18 May 2026	12 Jun 2026
4	Plan	Identify interested parties, their relevant needs and expectations, and which of these become requirements of the EHS	4.2	4.2	EHS Lead	3	PR004-Step-04_Interested_Parties_and_Workers.docx	25 May 2026	19 Jun 2026
5	Plan	Determine and document the EHS scope, boundaries, applicability and process architecture	4.3, 4.4	4.3, 4.4	EHS Lead	3,4	PR005-Step-05_Define_EHS_Scope.docx	8 Jun 2026	19 Jun 2026
6	Plan	Deliver the EHS awareness briefing to all personnel within scope (purpose, policy, contributions)	7.3	7.3	EHS Lead	5	PR006-Step-06_EHS_Awareness.docx	15 Jun 2026	3 Jul 2026
7	Plan	Conduct the gap analysis against the requirements of the standards in scope to identify priority remediation	9.3 input	9.3 input	EHS Lead	5	PR007-Step-07_Gap_Analysis.docx	22 Jun 2026	17 Jul 2026
8	Plan	Identify environmental aspects and impacts (life cycle perspective) and determine their significance	6.1.2		Environmental Coordinator	5	PR008-Step-08_Environmental_Aspects_and_Impacts.docx	6 Jul 2026	7 Aug 2026
9	Plan	Identify hazards, assess OH&S risks and opportunities, and apply the hierarchy of controls		6.1.2, 8.1.2	Health & Safety Advisor	4,5	PR009-Step-09_Hazard_Identification_and_OHS_Risk_Assessment.docx	6 Jul 2026	14 Aug 2026
10	Plan	Identify compliance obligations and legal requirements, compile the register and determine how they apply	6.1.3	6.1.3	EHS Lead	4,5	PR010-Step-10_Compliance_Obligations_and_Legal_Requirements.docx	13 Jul 2026	14 Aug 2026
11	Plan	Determine risks and opportunities from context, interested parties and key processes	6.1.1, 6.1.4	6.1.1, 6.1.2.2, 6.1.2.3	EHS Lead	3,4,7,8,9,10	PR011-Step-11_Risks_and_Opportunities.docx	3 Aug 2026	28 Aug 2026
12	Plan	Establish, communicate and approve the EHS Policy	5.2	5.2	Top Management	3,7,8,9	PR012-Step-12_EHS_Policy.docx	10 Aug 2026	28 Aug 2026
13	Plan	Set objectives at relevant functions and levels, with measurable indicators, and plan the actions to achieve them	6.1.5, 6.2	6.1.4, 6.2	EHS Lead	8,9,10,11,12	PR013-Step-13_Environmental_and_OHS_Objectives.docx	17 Aug 2026	18 Sep 2026
14	Plan	Define roles, responsibilities and authorities across the EHS	5.3	5.3	Top Management	5	PR014-Step-14_Roles_and_Authorities.docx	27 Jul 2026	7 Aug 2026
15	Plan	Establish consultation and participation of non-managerial workers and set up the Health & Safety Committee		5.4	Health & Safety Advisor	4,14	PR015-Step-15_Worker_Consultation_and_Participation.docx	10 Aug 2026	4 Sep 2026
16	Plan	1st Management Review and Certification Body selection	9.3	9.3	Top Management	7,12,13,14,15	PR016-Step-16_1st_Management_Review_and_CB_Selection.docx	7 Sep 2026	18 Sep 2026
17	Do	Close priority gaps identified in the gap analysis and early planning	10.1	10.1	EHS Lead	7,16	PR017-Step-17_Close_Priority_Gaps.docx	7 Sep 2026	27 Nov 2026
18	Do	Establish competence requirements, the training programme and awareness records	7.2, 7.3	7.2, 7.3	HR / EHS Lead	14	PR018-Step-18_Competence_and_Training.docx	7 Sep 2026	30 Oct 2026
19	Do	Establish internal and external communication processes (what, when, with whom, how)	7.4	7.4	EHS Lead	12,15	PR019-Step-19_Communication.docx	14 Sep 2026	6 Nov 2026
20	Do	Establish control of documented information (creation, update, access, distribution, retention, disposal)	7.5	7.5	EHS Lead	14	PR020-Step-20_Documented_Information.docx	21 Sep 2026	13 Nov 2026
21	Do	Establish EHS resources — infrastructure, equipment maintenance and monitoring and measuring resources	7.1	7.1	Operations	16	PR021-Step-21_EHS_Resources.docx	21 Sep 2026	13 Nov 2026

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