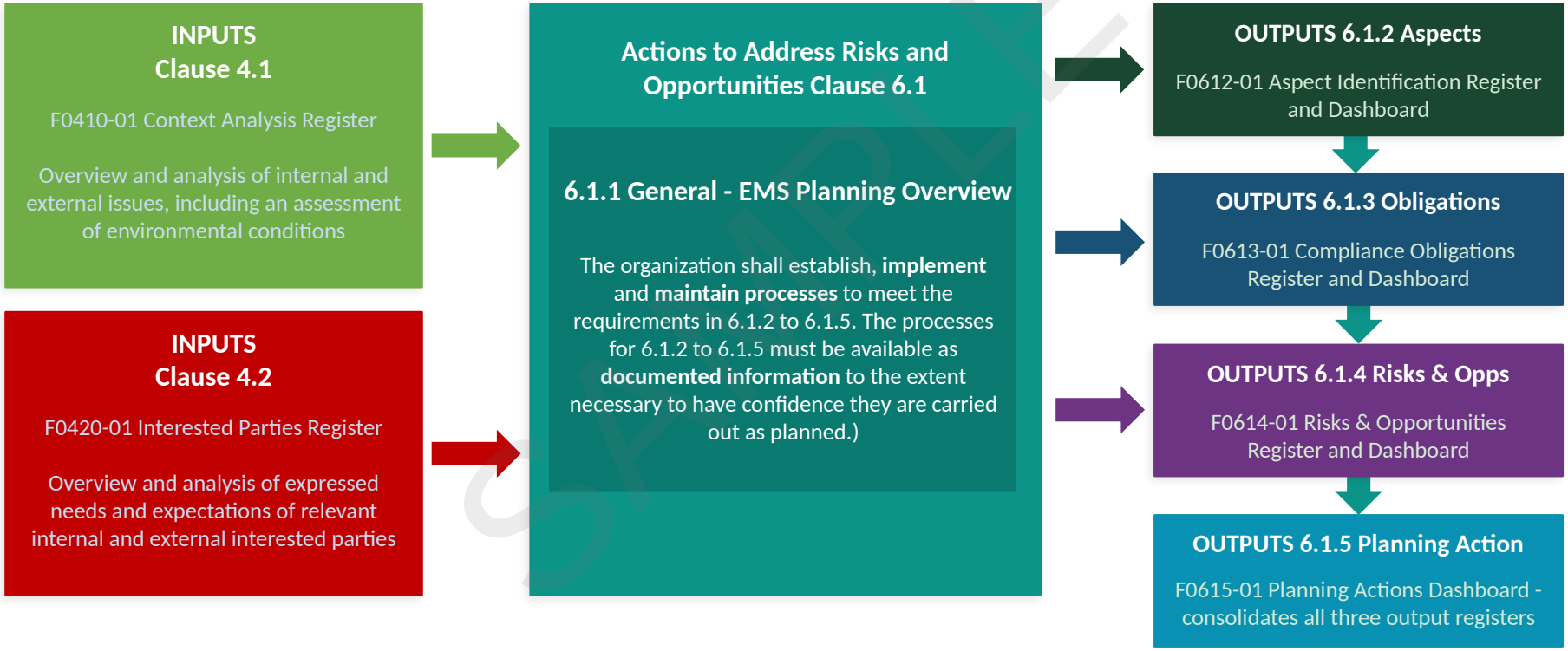
The Clause 4 → Clause 6.1 Planning Chain

6.1.1 Introduction Hub User Guide is the bridge that takes Clause 4 inputs and provides the documented traceability directly into the four Clause 6.1 planning sub-processes.



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EMS Toolkit — Six-Phase Workflow Overview

The six phases sequence initial setup, three register workflows, the Planning Actions consolidation, and the ongoing management cycle

Phase 0

Setup & Orientation

0.1 Read Getting Started Guide & training deck

0.2 Adopt EMS procedures (P0612-01, P0613-01, P0614-01)

Phase 1

Environmental Aspects (6.1.2)

1.1 Run life-cycle workshop — complete F0612-02 worksheet
1.2 Score and enter aspects in F0612-01 register

Phase 2

Compliance Obligations (6.1.3)

2.1 Enter all legal/regulatory/voluntary obligations in F0613-01
2.2 Set risk level, owner, review date and status per obligation

Phase 3

Risks & Opportunities (6.1.4)

3.1 Evaluate opportunities using F0614-02 evaluation form
3.2 Score and enter risks/opportunities in F0614-01 register

Phase 4

Planning Actions (6.1.5)

4.1 Upload all three registers to 6.1.5 Planning Actions Dashboard
4.2 Assign Deployment Route to each action (6.2, 7.x, 8.1, 8.2, 9.1)

Phase 5

Ongoing Management Cycle

5.1 Review registers at defined intervals — update scores & status
5.2 Re-upload updated registers to all four dashboards

SAMPLE

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