**Date last modified/updated:** Click here to enter a date. **Internal audit:** Click here to enter a date.

**Who last modified/updated:** Click here to enter text. **Management review:** Click here to enter a date.

**This part of the Navigator Playbook is completed when you have:**

1. **Identified the risks and opportunities pertaining to the ability of your EnMS to achieve its intended outcomes.**
2. **For each of the identified risks and opportunities, planned and implemented actions to address them using the processes of the EnMS and record this information.**
3. **Planned for how the actions taken will be evaluated for effectiveness. Performed an effectiveness evaluation.**

**This document is an example of how to complete Playbook Task 7. All blue text should be replaced with your organization’s information, assessments, and/or decisions.**

1. Identify the risks and opportunities pertaining to the ability of your EnMS to achieve its intended outcomes.

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| --- | --- | --- |
| ☒ | We have decided on a means or method to determine what are and are not strategic business risks and opportunities that need to be addressed.  | We review risks and opportunities yearly at our Energy Team meetings and when significant risks or opportunities are identified. The Risks and Opportunity Register in the Playbook for Task 1 is our primary means of documenting these methods. |
| ☒ | We have identified the risks and opportunities and listed them in the Task 1 Worksheet. | The risks and opportunities are listed in the Risks and Opportunities Register table in the Playbook for Task 1. As part of Task 7, we have completed the “Outputs for Task 7” columns of that table. |
| ☒ | We have reviewed the identified risks and opportunities with top management. | We share with management when needed. |

1. For each of the identified risks and opportunities, plan and implement actions to address them using the processes of the EnMS and record this information.

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| ☒ | We have plans to manage the identified risks and opportunities. | Actions are outlined in the Task 1 Playbook. |
| ☒ | We have implemented the actions needed to address the risks and opportunities listed in the Task 1 Worksheet. | Completed with ongoing review monthly. |

1. Plan for how the actions taken will be evaluated for effectiveness. Perform an effectiveness evaluation.

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| ☒ | We have developed a process to evaluate the effectiveness of the actions taken to manage the risks and opportunities listed in the Task 1 Worksheet. | The process has been developed with ongoing quarterly reviews. |

Top Management Approval

|  |  |  |
| --- | --- | --- |
| ☐ | Date approved: | 6/2/2023 |
| ☐ | Who approved: | General Manager |

Comments

Click here to enter text.