**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.

**For Task 1: This part of the Navigator Playbook is completed when you have:**

1. **Identified the external and internal issues that affect your organization’s ability to improve its energy performance and achieve the intended outcomes of the EnMS.**
2. **Recorded this information.**

 ***Add this information to the Risks and Opportunities Register (below) by completing columns one through three.***

**For Task 7 outputs: This part of the Navigator Playbook is completed when you have:**

1. **Identified the impacts, likelihood of occurrence, and risk level arising from the issues you already recorded**
2. **For each of the identified risks and opportunities, plan and implement actions to address them using the processes of the EnMS.**

 ***Add this information to the Risks and Opportunities Register (below) by completing columns four through eight.***

Risks and Opportunity Register

|  |  |
| --- | --- |
| **Task 1** | **Outputs for Task 7** |
| **Internal or external (I or E)** | **Risk or opportunity (R or O)** | **Issue** | **Impact on EnMS (1-3)** | **Likelihood (1-3)** | **Risk Level (Low, Medium, High)** | **Action to address** | **Effectiveness Evaluation** |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |

This column to be completed in Task 7

Top Management Approval

|  |  |  |
| --- | --- | --- |
| [ ]  | Date approved: | Click here to enter a date. |
| [ ]  | Who approved: | Click here to enter text. |

Comments

Click here to enter text.