

Example Readiness Checklist – Oil & Gas



IMPLEMENTATION OF LSR

Example Readiness Checklist

	<u>Yes</u>	<u>No</u>	<u>N/A</u>
Leadership Team Engaged	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Management of Change Plan Developed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Communications Plan Developed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Internal Communications Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• External Communications Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Stakeholders Engaged	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Health and Safety Team	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Communications Team	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Human Resources Team	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Contracts Management Team	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Learning and Training Team	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Facility Security	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Legal Team	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Key Service Providers (Contractors)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Change Leaders Identified per Area/Function Team	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Installation Team Identified	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Identified Materials to be Changed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Integration with H&S Management System	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Training Materials	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Standards/Procedures	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• ID Cards	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Stickers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Signs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Banners	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>