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| **TRANSITION REQUIREMENTS** |

**Transition of ISO/IEC 17043:2023**

1. **Introduction and Scope**

The standard ISO/IEC 17043:2023 was published on 09 May 2023. This edition of ISO/IEC 17043:2023 replaces ISO/IEC 17043:2010.

A transition period of 3 years has been agreed from the date of publication for accredited bodies to review the requirements and bring their operations and processes in line with the requirements of the new standard. As a consequence, UKAS will require all of its accredited bodies operating under this standard to have demonstrated conformity and transitioned to the new standard by 09 May 2026.

1. **Objective**

This document is aimed at providing all UKAS accredited bodies with details of the transition processes which will be implemented by UKAS and the information they will need to supply to assist this process.

1. **UKAS requirements for accredited bodies for the transition to ISO/IEC 17043:2023**
2. Accredited conformity assessment bodieswho are currently accredited to ISO/IEC 17043:2010 are advised to review the new standard, conduct a gap analysis and establish a transition plan to incorporate the required changes (where applicable) into their management system. Conformity assessment bodies are required to document their gap analysis and transition plan, submitting a copy to UKAS one month before their assessment date to their assessment manager. This information should be submitted using the attached template (Annex 1) and must be accompanied by any relevant supporting documentation (clearly indexed using the table in Annex 1).
3. The UKAS transition process will consist of the following assessment stages:
* Review of the Gap Analysis, Plan and related documentation
* Head Office assessment (to be conducted at time of an organisation’s annual surveillance or reassessment). Requests for an earlier visit will be considered subject to suitable resource availability.

**NOTE**: Additional time and effort may be required during the transition process, for example for the review of the Gap Analysis. Any additional time and effort will be quoted in advance of the activity taking place.

1. Mandatory Improvement Actions (IARs) which are raised against the new standard will need to be cleared prior to the grant of accreditation. Where verification of the effectiveness of the corrective actions is deemed necessary further on site activity may be required.
2. If the accredited body fails to demonstrate conformity to ISO/IEC 17043:2023 and/or clear those improvements actions raised before the transition deadline, the body shall be suspended for a maximum of 6 months. If the body fails to address those actions required to complete the transition process within this timeframe, this would result in the withdrawal of accreditation for ISO/IEC 17043:2010.
3. **New Applications/Extensions to Scope:**
4. All new applications/extensions to scope received after 01 January 2024 shall be assessed against ISO/IEC 17043:2023
5. For existing applicants, assessments which are scheduled to take place after 01 March 2024 shall be against ISO/IEC 17043:2023
6. **Validity of ISO/IEC 17043:2010**

ISO/IEC 17043:2010 ceases to be valid as of 09 May 2026.

**Annex 1**

**Gap Analysis and Transition Plan**

|  |  |
| --- | --- |
| **Name of Organisation** | Click here to enter text |
| **Accreditation Number** | Click here to enter text |
| **Date of Submission** | Select a date from the calendar |

**GAP ANALYSIS**

**This template identifies the clauses of ISO/IEC 17043:2023 and provides UKAS’ opinion on the broad extent of any changes in requirements from ISO/IEC 17043:2010. Details of the actual changes are not provided and as such the PT/EQA Provider will need to use this template in conjunction with copies of ISO/IEC 17043:2023 and ISO/IEC 17043:2010.**

**It is the responsibility of the PT/EQA Provider to identify the changes between the Standards, determine the impact of these on its systems, and then make and implement any required alterations as necessary. Details of alterations made to systems should be recorded in this template and the completed template provided to UKAS (as an MS Word document) at least 1 month prior to the transition assessment taking place. The submission of the template should be supported by documentation demonstrating how new or changed requirements are met. Effective implementation will be assessed at the site visit. If the PT/EQA Provider considers that it currently meets a changed requirement and does not need to make changes to its system, then this should be stated in the template.**

**The information provided to UKAS should be more than just a reference to the documented procedure and should explain what has been changed and actions taken by the laboratory. Examples of expected level of information expected from the laboratory for major and minor changes are provided below:**

**Key - Extent of Change:**

* **Structural – Requirement remains the same but is under a new clause number**
* **Minor – Wording of the requirement has changed but overall intent is consistent**
* **Major – Changes will require the CAB to implement new or change existing practice**
* **New – New requirement(s)/concept(s) not in previous version of the Standard**
* **Removed – No requirement in ISO/IEC 17043:2023**

| **CLAUSE** | **ISO/IEC 17043:2010** | **CLAUSE** | **ISO/IEC 17043:2023** | **EXTENT OF CHANGE** | **TO BE COMPLETED BY THE EQA/PT PROVIDER****DETAILS OF CHANGES WITHIN YOUR MANAGEMENT SYSTEM WHICH HAVE/WILL BE TAKEN TO ADDRESS CHANGES** | **UKAS COMMENTS REGARDING INFORMATION SUPPLIED INCLUDING REFERENCE TO ANY IARS RAISED** |
| --- | --- | --- | --- | --- | --- | --- |
|  | Foreword  |  | Foreword  | N/A |  |  |
|  | Introduction  |  | Introduction  | N/A |  |  |
| 1. | Scope  | 1. | Scope  | Minor |  |  |
| 2. | Normative references | 2. | Normative references  | Minor |  |  |
| 3. | Terms & Definitions | 3. | Terms & Definitions | Minor |  |  |
|  |
| **4** | **Technical Requirements** |
| **4.1** | **General** |
| 4.1 |  | 6.1.2 | Resource requirements - General | Major |  |  |
|  |  | 6.1.3 | Resource requirements - General | Major |  |  |
| **4.2** | **Personnel** |
| 4.2.1 |  | 6.1.1 | Resource requirements - General | Structural/minor |  |  |
|  |  | 6.2.1 | Personnel | Structural/minor |  |  |
|  |  | 6.2.2 | Personnel | Structural/minor |  |  |
| 4.2.2 |  | 6.2.5 | Personnel | Structural/minor |  |  |
| 4.2.3 |  | 6.2 | Personnel | Structural/minor |  |  |
| 4.2.4 |  | 6.2.6 | Personnel | Structural/minor |  |  |
| 4.2.5 |  | 8.4.1 | Control of records | Structural/minor |  |  |
| 4.2.6 |  | 6.2.5 | Personnel | Structural/minor |  |  |
| 4.2.7 |  | 6.2.3 | Personnel | Structural/minor |  |  |
|  |  | 6.2.5 | Personnel | Structural/minor |  |  |
| **4.3** | **Equipment, accommodation and environment** |
| 4.3.1 | Equipment, accommodation and environment | 6.1.1 | Resource requirements - General | Structural/minor |  |  |
|  |  | 6.3.1 | Facilities and environmental conditions | Structural/minor |  |  |
| 4.3.2 | Accommodation and environment | 6.3.2 | Environmental conditions | Structural/minor |  |  |
| 4.3.3 | Accommodation | 6.3.4 | Facilities | Structural/minor |  |  |
| 4.3.4 | Environment | 6.3.3 | Environmental conditions | Structural/minor |  |  |
| 4.3.5 | Accommodation | 6.3.5 | Facilities | Structural/minor |  |  |
| 4.3.6 | Equipment | 6.1.2 | Resource requirements – General | Major |  |  |
|  |  | 6.1.3 | Resource requirements - General | Major |  |  |
|  |  | 7.3.2.4 | Homogeneity and stability assessment of PT items | Structural/minor |  |  |
| **4.4** | **Design of proficiency testing schemes - Planning** |
| 4.4.1.1 | Planning | 7.2.1.1 | Design and planning of a PT scheme - General | Structural/minor |  |  |
| 4.4.1.2 | Planning | 6.4.1a) | Externally provided products and services | Structural/minor |  |  |
| 4.4.1.3 | Planning | 5.3 | Structural requirements | New |  |  |
|  |  | 7.2.1.2 | Design and planning of a PT scheme - General | Structural/minor |  |  |
|  |  | 7.2.1.3 | Design and planning of a PT scheme - General | New |  |  |
| 4.4.1.4 | Planning | 6.1.1 | Resource requirements - General | Structural/minor |  |  |
|  |  | 6.2.1 | Personnel | Structural/minor |  |  |
| 4.4.1.5 | Planning | 6.1.1 | Resource requirements - General | Structural/minor |  |  |
|  |  | 6.2.1 | Personnel | Structural/minor |  |  |
|  |  | 6.2.5 | Personnel | Structural/minor |  |  |
| 4.4.2.1 | Preparation of proficiency test items | 7.3.1.1 | Production of PT items | Structural/minor |  |  |
| 4.4.2.2 | Preparation of proficiency test items | 7.3.1.2 | Production of PT items | Structural/minor |  |  |
| 4.4.2.3 | Preparation of proficiency test items | 7.3.1.2NOTE | Production of PT items | Removed |  |  |
| 4.4.2.4 | Preparation of proficiency test items | 7.3.1.3 | Production of PT items | Structural/minor |  |  |
| 4.4.3.1 | Homogeneity and stability | 7.3.2.1 | Homogeneity and stability assessment of PT items | Structural/minor |  |  |
| 4.4.3.2 | Homogeneity and stability | 7.3.2.2 | Homogeneity and stability assessment of PT items | Structural/minor |  |  |
|  |  | 7.3.2.4 | Homogeneity and stability assessment of PT items | Structural/minor |  |  |
| 4.4.3.3 | Homogeneity and stability | 7.3.2.3 | Homogeneity and stability assessment of PT items | Structural/minor |  |  |
| 4.4.3.4 | Homogeneity and stability | 7.3.2.5 | Homogeneity and stability assessment of PT items | Structural/minor |  |  |
| 4.4.3.5 | Homogeneity and stability | 7.3.2.6 | Homogeneity and stability assessment of PT items | Structural/minor |  |  |
| 4.4.3.6 | Homogeneity and stability | 7.3.2.3NOTE | Homogeneity and stability assessment of PT items | Removed |  |  |
| 4.4.4.1 | Statistical design | 7.2.2.1 | Statistical design | Structural/minor |  |  |
| 4.4.4.2 | Statistical design | 7.2.2.2 | Statistical design | Structural/minor |  |  |
| 4.4.4.3 | Statistical design | 7.2.2.3 | Statistical design | Structural/minor & New |  |  |
| 4.4.5.1 | Assigned values | 7.2.3.1 | Determination of assigned values | Structural/minor |  |  |
| 4.4.5.2 | Assigned values | 7.2.3.2 | Determination of assigned values | Structural/minor |  |  |
| 4.4.5.3 | Assigned values | 7.2.3.3 | Determination of assigned values | Structural/minor |  |  |
| 4.4.5.4 | Assigned values | 7.2.3.4 | Determination of assigned values | Structural/minor |  |  |
| 4.4.5.5 | Assigned values | 7.2.3.5 | Determination of assigned values | Structural/minor |  |  |
| **4.5** | **Choice of method or procedure** |
| 4.5.1 |  | 7.3.5.2g) | Instructions for participants | Structural/minor |  |  |
| 4.5.2 |  | 7.3.5.2g) | Instructions for participants | Structural/minor |  |  |
|  |  | 7.4.1.4 | Evaluation and reporting of PT scheme results – Data analysis | Structural/minor |  |  |
| **4.6** | **Operation of proficiency testing schemes** |
| 4.6.1.1 | Instructions for participants | 7.3.5.1 | Instructions for participants | Structural/minor |  |  |
| 4.6.1.2 | Instructions for participants | 7.3.5.2 | Instructions for participants | Structural/minor |  |  |
| 4.6.2.1 | Proficiency test items handling and storage | 7.3.3.1 | Handling and storage of PT items | Structural/minor |  |  |
| 4.6.2.2 | Proficiency test items handling and storage | 7.3.3.1 | Handling and storage of PT items | Structural/minor |  |  |
|  |  | 7.3.3.2 | Handling and storage of PT items | Structural/minor |  |  |
| 4.6.2.3 | Proficiency test items handling and storage | 7.3.3.3 | Handling and storage of PT items | Structural/minor |  |  |
| 4.6.2.4 | Proficiency test items handling and storage | 7.3.3.4 | Handling and storage of PT items | Structural/minor |  |  |
| 4.6.3.1 | Packing, labelling and distribution of proficiency testing items | 7.3.4.1 | Packing, labelling and distribution of PT items | Structural/minor |  |  |
| 4.6.3.2 | Packing, labelling and distribution of proficiency testing items | 7.3.4.2 | Packing, labelling and distribution of PT items | Structural/minor |  |  |
| 4.6.3.3 | Packing, labelling and distribution of proficiency testing items | 7.3.4.3 | Packing, labelling and distribution of PT items | Structural/minor |  |  |
| 4.6.3.4 | Packing, labelling and distribution of proficiency testing items | 7.3.4.4 | Packing, labelling and distribution of PT items | Structural/minor |  |  |
| 4.6.3.5 | Packing, labelling and distribution of proficiency testing items | 7.3.4.5 | Packing, labelling and distribution of PT items | Structural/minor |  |  |
| **4.7** | **Data analysis and evaluation of proficiency testing scheme results** |
| 4.7.1.1 | Data analysis and records | 7.5.2.2 | Control of data and information management | Structural/minor & Major |  |  |
| 4.7.1.2 | Data analysis and records | 7.4.1.1 | Evaluation and reporting of PT scheme results – Data analysis | Structural |  |  |
| 4.7.1.3 | Data analysis and records | 7.4.1.2 | Evaluation and reporting of PT scheme results – Data analysis | Structural/minor |  |  |
| 4.7.1.4 | Data analysis and records | 7.4.1.3 | Evaluation and reporting of PT scheme results – Data analysis | Structural/minor |  |  |
| 4.7.1.5 | Data analysis and records | 7.4.1.5 | Evaluation and reporting of PT scheme results – Data analysis | Structural/minor |  |  |
| 4.7.1.6 | Data analysis and records | 7.4.1.6 | Evaluation and reporting of PT scheme results – Data analysis | Structural/minor |  |  |
| 4.7.2.1 | Evaluation of performance | 7.4.2.1 | Evaluation of performance | Structural/minor |  |  |
| 4.7.2.2 | Evaluation of performance | 7.4.2.2 | Evaluation of performance | Structural/minor |  |  |
| **4.8** | **Reports** |
| 4.8.1 |  | 7.4.3.1 | PT reports | Structural/minor |  |  |
| 4.8.2 |  | 7.4.3.2 | PT reports | Structural/minor & Major |  |  |
| 4.8.3 |  | 7.4.3.3 | PT reports | Structural/minor |  |  |
| 4.8.4 |  | 7.4.3.4 | PT reports | Structural/minor |  |  |
| 4.8.5 |  | 7.4.3.5 | PT reports | Structural/minor |  |  |
|  |  | 7.4.3.6 | PT reports | New |  |  |
| **4.9** | **Communication with participants** |
| 4.9.1 |  | 7.1.2.1 | PT scheme communication | Structural/minor |  |  |
| 4.9.2 |  | 7.1.2.2 | PT scheme communication | Structural/minor |  |  |
| 4.9.3 |  | 7.7.1 | Handling of appeals | Structural/minor |  |  |
|  |  | 7.7.2 | Handling of appeals | Structural/minor |  |  |
| 4.9.4 |  | 7.1.2.3 | PT scheme communication | Structural/minor |  |  |
| 4.9.5 |  | 7.4.3.7 | PT reports | Structural/minor |  |  |
| **4.10** | **Confidentiality** |
| 4.10.1 |  | 4.2.1 | Confidentiality | Structural/minor & New |  |  |
|  |  | 4.2.5 | Confidentiality | Structural/minor |  |  |
| 4.10.2 |  | 4.2.1 | Confidentiality | Structural/minor |  |  |
|  |  | 4.2.3 | Confidentiality | New |  |  |
|  |  | 4.2.4 | Confidentiality | Structural/minor & New |  |  |
| 4.10.3 |  | 4.2.2 | Confidentiality | Structural/minor |  |  |
| 4.10.4 |  | 4.2.2 | Confidentiality | Structural/minor |  |  |
| **5** | **Management requirements** |
| **5.1** | **Organisation** |
| 5.1.1 |  | 5.1 | Structural requirements | Structural/minor |  |  |
| 5.1.2 |  | 5.4 | Structural requirements | Structural/minor |  |  |
| 5.1.3 |  | 5.4 | Structural requirements | Structural/minor |  |  |
| 5.1.4 |  | 6.2.4 | Personnel | Major |  |  |
|  |  | 4.1.1 | General requirements - Impartiality | Major |  |  |
|  |  | 4.1.2 | General requirements - Impartiality | Major |  |  |
|  |  | 4.1.5 | General requirements - Impartiality | Major |  |  |
|  |  | 4.1.6 | General requirements - Impartiality | Major |  |  |
| 5.1.5a) |  | 6.2.1 | Personnel | Structural/minor |  |  |
|  |  | 6.2.2 | Personnel | Structural/minor |  |  |
|  |  | 5.2 | Structural requirements | Structural/minor |  |  |
|  |  | 5.6 | Structural requirements | Structural/minor |  |  |
| 5.1.5b) |  | 6.2.4 | Personnel | Structural/minor |  |  |
|  |  | 4.1.3 | General requirements - Impartiality | Major |  |  |
|  |  | 4.1.4 | General requirements - Impartiality | Major |  |  |
|  |  | 4.1.6 | General requirements - Impartiality | Major |  |  |
| 5.1.5c) |  | 4.2 | Confidentiality | Structural/minor |  |  |
|  |  | 7.5.2.3 | Control of data and information management | Structural/minor |  |  |
| 5.1.5d) |  | 6.2.4 | Personnel | Structural/minor |  |  |
| 5.1.5e) |  | 5.5 | Structural requirements | Structural/minor |  |  |
| 5.1.5f) |  | 5.5 | Structural requirements | Structural/minor |  |  |
|  |  | 6.2.5 | Personnel | Structural/minor |  |  |
| 5.1.5g) |  | 5.7 | Structural requirements | Structural/minor |  |  |
| 5.1.5h) |  | 6.2 | Personnel | Structural/minor |  |  |
| 5.1.5i) |  | 6.2 | Personnel | Structural/minor |  |  |
| 5.1.5j) |  | 5.6 | Structural requirements | Removed/major |  |  |
| 5.1.5k) |  |  | Removed |  |
| 5.1.6 | Organisation | 5.7 | Structural requirements | Structural/minor |  |  |
|  |  | 6.2.7 | Resource requirements | Structural/minor |  |  |
| **5.2** | **Management system** |
| 5.2.1 |  | 8.1.1 | Management system requirements – General requirements | Structural/minor |  |  |
|  |  | 8.1.2 | Management system requirements – General requirements | Structural/minor |  |  |
|  |  | 8.1.3 | Management system requirements – General requirements | New option |  |  |
|  |  | 8.2 | Management system requirements – Management system documentation | Structural/minor |  |  |
| 5.2.2 |  | 5.5c) | Structural requirements | Structural/minor |  |  |
| 5.2.3 |  | 8.9.2b) | Management reviews | Structural/minor & Removed |  |  |
| 5.2.4 |  | 8.6 | Improvement | Structural/minor |  |  |
| 5.2.5 |  | 5.7a) | Structural requirements | Structural/minor |  |  |
| 5.2.6 |  |  | Removed |  |
| 5.2.7 |  |  | Removed |  |
| 5.2.8 |  | 5.7b) | Structural requirements | Structural/minor |  |  |
| **5.3** | **Document control** |
| 5.3.1 |  | 8.3.1 | Control of management system documents | Major |  |  |
| 5.3.2 |  | 8.3.2 | Control of management system documents | Structural/minor & Removed |  |  |
| 5.3.3 |  | 8.3.2c) | Control of management system documents | Structural/minor & Removed |  |  |
| **5.4** | **Review of requests, tenders and contracts** |
| 5.4.1 |  | 7.1.1.1 | Review of requests, tenders and contracts | Structural/minor |  |  |
| 5.4.2 |  | 7.1.1.3 | Review of requests, tenders and contracts | Structural/minor |  |  |
| 5.4.3 |  | 7.1.1.2 | Review of requests, tenders and contracts | Structural/minor |  |  |
| 5.4.4 |  | 7.1.1.4 | Review of requests, tenders and contracts | Structural/minor |  |  |
| 5.4.5 |  | 7.1.1.5 | Review of requests, tenders and contracts | Structural/minor |  |  |
| **5.5** | **Subcontracting services** |
| 5.5.1 |  | 6.4.2 | Externally provided products and services | Structural/minor |  |  |
| 5.5.2 |  | 6.4.1 | Externally provided products and services | Structural/minor |  |  |
| 5.5.3 |  | 6.4.3 | Externally provided products and services | Structural/minor |  |  |
| 5.5.4 |  | 6.4.6 | Externally provided products and services | Structural/minor |  |  |
| 5.5.5 |  | 6.4.4 | Externally provided products and services | Structural/minor & Removed |  |  |
| **5.6** | **Purchasing services and supplies** |
| 5.6.1 |  | 6.4.4 | Externally provided products and services | Structural/minor |  |  |
| 5.6.2 |  | 6.4.4 | Externally provided products and services | Structural/minor |  |  |
| 5.6.3 |  | 6.4.5 | Externally provided products and services | Structural/minor |  |  |
| 5.6.4 |  | 6.4.4 | Externally provided products and services | Structural/minor |  |  |
| **5.7** | **Service to the customer** |
| 5.7.1 |  | 7.1.1 | Review of requests, tenders and contract | Structural/minor |  |  |
|  |  | 8.6.2 | Improvement | Structural/minor |  |  |
| 5.7.2 |  | 8.6.2 | Improvement | Structural/minor |  |  |
| **5.8** | **Complaints and appeals** |
| 5.8 |  | 7.6 | Handling of complaints | Major |  |  |
|  |  | 7.7 | Handling of appeals | Major |  |  |
| **5.9** | **Control of non-conforming work** |
| 5.9.1 |  | 7.5.4.1 | Nonconforming work | Structural/minor |  |  |
| 5.9.2 |  | 7.5.4.3 | Nonconforming work | Structural/minor |  |  |
| **5.10** | **Improvement** |
| 5.10 |  | 8.6.1 | Improvement | Structural/minor |  |  |
|  |  | 7.5.3 | Surveillance of the process | Major |  |  |
|  |  | 8.1.4 | Management system requirements – General requirements | Structural/minor |  |  |
|  |  | 8.5 | Actions to address risks and opportunities | Major |  |  |
| **5.11** | **Corrective actions** |
| 5.11.1 | General | 8.1.2 | Management system requirements – General requirements | Structural/minor |  |  |
| 5.11.2 | Cause analysis | 8.7.1b) | Corrective actions | Structural/minor |  |  |
| 5.11.3 | Selection and implementation of corrective actions | 8.7 | Corrective actions | Structural/minor |  |  |
| 5.11.4 | Monitoring of corrective actions | 8.7.1d) | Corrective actions | Structural/minor |  |  |
| 5.11.5 | Additional audits | 8.5 | Actions to address risks and opportunities | Structural/minor |  |  |
|  |  | 8.6 | Improvement | Structural/minor |  |  |
| **5.12** | **Preventive actions** |
|  |  | 8.5 | Actions to address risks and opportunities | Major |  |  |
| 5.12.1 |  | 8.5.1 | Actions to address risks and opportunities | Major |  |  |
|  |  | 8.5.2 | Actions to address risks and opportunities | Major |  |  |
| 5.12.2 |  | 8.5.1 | Actions to address risks and opportunities | Major |  |  |
| **5.13** | **Control of records** |
| 5.13.1 | General | 8.4.1  | Control of records | Structural/minor |  |  |
|  |  | 8.4.2 | Control of records | Structural/minor |  |  |
|  |  | 7.5.2 | Control of records | Structural/minor |  |  |
|  |  | 7.5.4.2 | Nonconforming work | Structural/minor |  |  |
| 5.13.2 | Technical records | 8.4.3 | Control of records | Structural/minor |  |  |
|  |  | 7.5.1 | Control of the PT scheme process – Technical records | Structural/minor |  |  |
|  |  | 7.5.2.6 | Control of the PT scheme process – Technical records | Structural/minor |  |  |
| **5.14** | **Internal audits** |
| 5.14.1 |  | 8.8.1 | Internal audits | Structural/minor |  |  |
|  |  | 8.8.2 | Internal audits | Structural/minor |  |  |
| 5.14.2 |  | 7.5.4.1e) | Nonconforming work | Structural/minor |  |  |
| 5.14.3 |  | 8.8.2f) | Internal audits | Structural/minor |  |  |
| 5.14.4 |  | 8.7.1d) | Corrective actions | Structural/minor |  |  |
| **5.15** | **Management review** |
| 5.15.1 |  | 8.9.1 | Management reviews | Structural/minor |  |  |
|  |  | 8.9.2 | Management reviews | Major |  |  |
| 5.15.2 |  | 8.9.3 | Management reviews | Major |  |  |

**TRANSITION PLAN**

\**please detail in the table below the actions taken, or to be taken (with timescales) to complete the transition to this new standard/scheme within your organisation*

|  |  |  |
| --- | --- | --- |
| **ACTION** | **TIMESCALE** | **OWNER** |
| Example:, develop training plan, update documentation, complete internal audit, notify customers, complete assessments  |  |  |
|  |  |  |
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**DOCUMENTATION**

**\****please index in the table below the documentation supplied in support of your transition with this Gap Analysis and Transition Plan.*

|  |  |  |
| --- | --- | --- |
| **DOCUMENT REFERENCE** | **DOCUMENT NAME** | **VERSION NUMBER**  |
|  |  |  |
|  |  |  |
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