TECHNICAL SPECIFICATION

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Quality management systems — Organizational change management — Processes

Systèmes de management de la qualité — Gestion du changement organisationnel — Processus



Contents			
Fore	word		v
Intro	ductio	on	vi
1	Scop	oe	1
2	_	native references	
3		ns and definitions	
3			
4		anizational change management concepts	
	4.1	General	2
	4.2	Organizations and interested parties	2
	4.3 4.4	Conditions under which organizational change is likely to take place	۷
	4.5	OCM process perspective	
0.00			597
5		ernance process	
	5.1	General	
	5.2	Process	6
	5.3	Purpose	6
	5.4 5.5	Outcomes	6
	5.6	Developing OCM policy and strategy Documented information	0
6		agement processes	
	6.1	General	
	6.2	Change scenario process	
		6.2.1 General	
		6.2.2 Purpose	
		6.2.3 Outcomes	
		6.2.4 Activities and tasks	
	6.3	6.2.5 Documented information	
	0.3	6.3.1 General	
		6.3.2 Purpose	
		6.3.3 Outcomes	
		6.3.4 Activities and tasks	
		6.3.5 Documented information	
	6.4	Intervention definition process	
		6.4.1 General	
		6.4.2 Purpose	
		6.4.3 Outcomes	10
		6.4.4 Activities and tasks	
		6.4.5 Documented information	10
7	Impl	lementation processes	11
	7.1	General	
	7.2	Issue identification process	
		7.2.1 General	
		7.2.2 Purpose	11
		7.2.3 Outcomes	
		7.2.4 Activities and tasks	11
	129.00 (500.00)	7.2.5 Documented information	
	7.3	Affected interested party identification process	
		7.3.1 General	
		7.3.2 Purpose	
		7.3.3 Outcomes	
		7.3.4 Activities and tasks	
		7.3.5 Documented information	13

Foreword

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Introduction

The purpose of this document is to describe processes for organizational change management (OCM) that can be used by organizations when undertaking any form of OCM. It comprises process descriptions that elaborate the OCM processes.

Since OCM is a key approach to risk-mitigation in organizational development, this document follows a risk-based approach. Risk-based change management is a best-practice approach to strategizing and managing organizational change, as it allows changes to be prioritized and focused on the most important needs and opportunities.

Each process is described using the generic process template provided in ISO/IEC/IEEE 24774:2021, and covers the purpose, outcomes, activities, tasks and information items of each process.

Documentation items to be produced by the OCM processes are provided in <u>Annexes A</u> and <u>B</u>.

Annex C provides a high-level cross-reference between the clauses of this document and the clauses of ISO 9001.

This document aims to provide OCM practitioners with the information required to manage and perform OCM in organizations.