

Negotiations	What are the important issues for you in the phase one negotiations and what progress has there been on these?
	What are the important issues for you in the phase 2 negotiations and how are you working with the Cabinet Office and DExEU to highlight the importance of those issues?
	What agreements and relationships do we have now with the EU – or through the EU – that need to be carried over after the UK leaves? How do you assess the likelihood that this will be achieved by exit day?
Legislation	Is there any legislation that is critical for you and is there any that must be passed by March 2019 to avoid a legal hiatus?
	Is any of the legislation dependent on the final agreement?
	What progress have you made in developing that legislation and when do you expect to introduce it?
	What are the implications of that legislation for the devolved administrations? What discussions are you having with them to take account of their concerns?
Implementation	What changes will the UK's exit mean for your responsibilities and those of your arm's-length bodies?
	How far advanced is your implementation planning? What is the earliest date on which you could be confident of delivering a smooth transfer of responsibilities from the EU to the UK?
	When do critical decisions need to be made to be ready for day one after the UK leaves?
	What are the big challenges in being ready for day one? What are your plans to meet those challenges?
	Are the people, businesses and other organisations your department engages with getting ready for Brexit? What processes have you set up to ensure they have the information they need to prepare?
Contingency planning	What would 'no deal' mean for your planning? How ready would you be?
Capacity and resources	What resources does your department need to prepare for the UK's exit? Do you have the resources and expertise you need?
	Is your department making use of the Contingencies Fund? If so, why is that necessary?
	What additional resources and capabilities might you need in order to carry out new functions after exit? At what point would you need to begin hiring to be ready for either no deal or a negotiated outcome?