9. Glossary and Abbreviations

9.0.1 Note that for reasons of consistency and ease of reference, this section is common to both the POSMS and POEMS and therefore covers terminology and abbreviations used in both environmental and safety management.

9.1 Glossary

Accident	An unintended event, or sequence of events, that causes harm. [Def Stan 00-56].
Accident Sequence	The progression of events that results in an accident. [Def Stan 00-56].
Acquired Item	In the context of this manual, 'acquired item' refers to a capability being procured through the acquisition process. It is intended to differentiate between the system being procured and the safety management system.
Activity	The operations of an organization that are 'large enough for meaningful examination and small enough to be sufficiently understood'. For example, vehicle maintenance.
ALARP	As Low As Reasonably Practicable. Used in reference to safety management. A risk is ALARP when it has been demonstrated that the cost of any further Risk Reduction, where the cost includes the loss of defence capability as well as financial or other resource costs, is grossly disproportionate to the benefit obtained from that Risk Reduction. [Def Stan 00-56].
Assumption	An assertion about the system, its operating environment or modes of use, that is employed without proof, although justification may be required. [Def Stan 00-56].
Assurance	A statement, or process, intended to provide confidence on the condition or status of a system, process, activity, or materiel. Types of assurance include: • **Regulatory Assurance** - A statement, or process, intended to provide confidence to a regulatory body on the condition or status of a system, process, activity, or materiel through a regulation or approval regime. • **Safety Assurance** - Part of Safety Management focused on providing confidence that adequate safety will be achieved and sustained.

Audit

A systematic independent and documented process for obtaining audit evidence and evaluating it objectively to determine the extent to which the audit criteria are fulfilled. (EN ISO 19011:2002) Types of audit include:

- **First Party Audit** – An audit conducted by an organisation on the activities it has direct responsibilities for. (19011)
- **Second Party Audit** – An external audit by a body or organisation having an interest in the activity or process examined, e.g. a customer or client. (19011)
- **Third Party Audit** – An external audit by a recognised independent auditing organisation with no interest in the activity or process examined. (19011)
- **Capability Performance Audit** – An audit of a capability or equipment system to provide assurance that the performance objectives or targets of the capability are being achieved.
- **Combined Audit** – An audit the scope of which covers more than one management system operated by the organisation, or related to an activity, being examined. (19011)
- **Compliance Audit** – An audit to provide assurance that a process, activity, or materiel is carried out or achieved in such a manner as to achieve compliance with legal, policy or other requirements; i.e. the audit criteria are restricted to compliance issues within the scope of the audit.
- **Joint Audit** – An audit conducted by two or more auditing organisations. (19011)
- **Management System Audit** – An audit the scope of which includes the process and procedures making up the whole or part of a formalised management system.
- **Supplier Audit (pre contract)** – An audit conducted pre-award of a contract to provide assurance evidence that a supplier has management systems in place which can or do comply with MOD requirements.
- **Supplier Audit (post contract)** – An audit of a supplier post award of contract to provide assurance that the goods or services being provided, or that a supplier's management systems, are in conformance with MOD requirements.

Audit Client

The person/project/IPT/organisation requesting the audit.

Audit Conclusion

Outcome of an audit, provided by the audit team after consideration of audit objectives and all audit findings (ISO 19011)

Audit Criteria

Set of policies, procedures or requirements (ISO 19011) against which a system process or material is audited

Audit Objectives

Statement(s) setting out the purpose and aims of the audit. These should be set by, or agreed with, the audit client and should form the basis for the audit scope and criteria.

Audit Plan	Description of the activities and arrangements for an audit. (ISO19011)
Audit Programme	In relation to DE&S Acquisition Safety Environmental Management System (ASEMS) this audit manual together with the Audit Schedule forms an Audit Programme.
Audit Report	The written report supplied by the Lead Auditor to the Audit Client describing the audit, findings and conclusions.
Audit Schedule	Specifies the scope, frequency and timeframe for completing audits
Audit Scope	Extent and boundaries of an audit. (ISO19011)
Audit Team	Team of auditors, including a lead auditor, conducting an audit. May also include specialist matter experts (see SMEs) and trainee auditors.
Audit Trail	Series of linked and related questions asked, and the evidence produced, in order to ascertain compliance against a specific objective or to support the accuracy of data or claims. The questions and evidence making up an audit trail should be documented and the trail should be repeatable.
Auditee	The individual or organisation being subject to audit.
Auditor	Person with the competence to conduct an audit. (ISO19011) (see also Lead Auditor)
Availability	The ability of an item to be in a state to perform a required function under given conditions at a given instant of time or over a given time interval assuming that the required external resources are provided. [Def Stan 00-56].
Best Available Technique	A term used with reference to environmental management. The most effective and advanced stage in the development of activities and their methods of operation which indicates the practical suitability of particular techniques for providing in principle the basis for emission limit values designed to prevent and, where that is not practicable, generally to reduce emissions and the impact on the environment as a whole. [The Pollution Prevention and Control (England and Wales) Regulations 2000 SI No 1973].
Best Practicable Environmental Option	A term used with reference to environmental management. The outcome of a systematic consultative decision making procedure that emphasises the protection of the environment across land, air and water. [The Royal Commission on Environmental Pollution, 12th report, 1988].
Best Practicable Means	In this term, ‘practicable’ means reasonably practicable having regard among other things to local conditions and circumstances, to the current state of technical knowledge and to the financial implications. [Environmental Protection Act 1990].
‘Black Box’	Having visibility of only the externally visible performance and interfaces. [Def Stan 00-56].

Broadly Acceptable	A level of risk that is sufficiently low that it may be tolerated without the need to demonstrate that the risk is ALARP. [Def Stan 00-56].
Cause	The origin, sequence or combination of circumstances leading to an event. [Def Stan 00-56].
Competence	Demonstrated personal attributes and demonstrated ability to apply knowledge and skills. (ISO19011)
Complex Electronic Equipment	An element of a system that is implemented in software or custom hardware. [Def Stan 00-56].
Consequence	The outcome, or outcomes, resulting from an event. [Def Stan 00-56].
Continual Improvement	In terms of safety: Recurring process of enhancing the OH&S management system in order to achieve improvements in overall OH&S performance consistent with the organization's OH&S policy. [OHSAS 18001:2007]. In terms of environment: Recurring process of enhancing the environmental management system in order to achieve improvements in overall performance, consistent with the organisation's environmental policy. [EN ISO14001:2004].
Controlled Documents	Any documents forming part of the Safety or Environmental Management Systems that are subject to document control procedures eg Safety or Environmental Manual, System Procedures.
Counter Evidence	Evidence that has the potential to refute specific safety claims. [Def Stan 00-56].
Custom Hardware	Electronic components for which the design can be controlled or influenced by the Duty Holder or the Contractor. [Def Stan 00-56].
Demonstration Evidence	Evidence of the properties of a system, or an element of a system, achieved by testing, trials or operational execution. [Def Stan 00-56].
Direct Evidence	Evidence of the properties of a system, or an element of a system, that is obtained directly from testing analysis, experience of use or inspection of the system. [Def Stan 00-56].
Diverse Evidence	Evidence of the properties of a system, or an element of a system, that is based on mutually independent, but reinforcing, pieces of evidence. [Def Stan 00-56].
Document	Information and its supporting medium (medium can be paper, magnetic, electronic or optical computer disc, photograph or master sample, or a combination thereof). [EN ISO 14001:2004]

Duty Holder	A person with specific responsibilities for the safety management of the system. [Def Stan 00-56].
Empirical Evidence	Evidence of the properties of a system, or an element of a system, that is based on experience or observation rather than theory. [Def Stan 00-56].
Enforcing Authority	The authority responsible for enforcing environmental legislation eg Environment Agency, local authorities.
Environment	Surroundings in which an organization operates, including air, water, land, natural resources, flora, fauna, humans and their interrelation. NOTE: Surroundings in this context extend from within an organization to the global system. [EN ISO 14001:2004]
Environmental Aspect	Element of an organization's activities, products or services that can interact with the environment'. NOTE: A significant environmental aspect has or can have a significant environmental impact [EN ISO 14001:2004] (For example, vehicle exhaust emissions.)
Environmental Case	A body of evidence that is compiled and maintained throughout the lifetime of a project on its environmental aspects and impacts.
Environmental Feature Matrix	The matrix produced through following EMP02 and EMP03 which records material and energy inputs and outputs, the associated environmental impacts and the priority accorded to the impact.
Environmental Hazard	A threat to the environment posed by an environmental aspect.
Environmental Impact	Any change to the environment, whether adverse or beneficial, wholly or partially resulting from an organization's environmental aspects. [EN ISO 14001:2004] For example, an increase or reduction in emissions to air of polluting gases as a result of transport operations is an environmental impact. Other examples include climate change, ozone depletion and river pollution.
Environmental Impact Assessment	Environmental Impact Assessment (EIA) is a process and management technique that can be applied to a project in order to identify all the environmental impacts produced by the project, their relative importance, and measures to eliminate or reduce any negative impacts identified.
Environmental Impact Assessment Plan	The document that details the implementation of MOD-wide policy on Environmental Impact Assessment within DE&S.
Environmental Impact Assessment Policy	The document that details the implementation of MOD-wide policy on Environmental Impact Assessment within DE&S.

Environmental Impact Assessment Report	The document which outlines the methodology, results and conclusions of an Environmental Impact Assessment.
Environmental Impact Screening and Scoping Report	A report produced after the initial identification of the environmental impacts associated with a project which includes reference to the information sources used to identify those impacts, an overview of the impacts, comment on which of the project stages will have the greatest impact, and which, if any, of these stages will be excluded from further assessment.
Environmental Impact Statement	The document which summarises the main points, results and conclusions of either an EISS Report or an EIA Report. Can also be referred to as the Enironmental Case Report in that it summarises the arguments and evidence of the Environmental Case, and documents progress against the environment programme.
Environmental Issue	Issue for which validated information on environmental aspects deviates from selected criteria and may result in liabilities or benefits, effects on the assessee's or the client's public image or other costs." [ISO 14015:2001(E)] For example, global warming, habitat loss, depletion of ozone layer.
Environmental Log	A file containing all information on the potential or actual environmental impacts of a project.
Environmental Management Plan	A document that outlines the actions identified by an organization in order to eliminate or reduce its environmental impacts.
Environmental Management System (EMS)	Part of an organization's management system used to develop and implement its environmental policy and manage its environmental aspects. Note 1: A management system is a set of interrelated elements used to establish policy and objectives and to achieve those objectives. Note 2: a management system includes organizational structure, planning activities, responsibilities, practices, procedures, processes and resources. [EN ISO 14001:2004]
Environmental Panel	A group of individuals that have particular expertise relevant to the equipment system or project in question who can provide independent advice to the IPT on environmental issues related to the project.
Environmental Policy	The overall intentions and direction of an organization related to its environmental performance as formally expressed by top management. [EN ISO 14001:2004]
Environmental Risk	A rating of the severity of an environmental hazard against the likelihood of its occurrence.

Environmental Standards	Any national or international environmental legislation, policy, agreement or initiative or any environmental policy commitment, strategy commitment or internal regulation that applies to an organization or to which an organization subscribes.
Equipment System	In the context of this manual, 'equipment system' refers to a capability being procured through the acquisition process. It is intended to differentiate between the system being procured and the environmental management system.
Error	Discrepancy between a computed, observed or measured value or condition and the true, specified or theoretically correct value or condition. [Def Stan 00-56].
Evidence	Records, statements or facts or other information, which are relevant to the audit criteria and verifiable [ISO 19011].
Finding	Results of the evaluation of the collected audit evidence, against audit criteria.
Harm	Death, physical injury or damage to the health of people, or damage to property or the environment. [Def Stan 00-56].
Hazard	A physical situation or state of a system, often following from some initiating event, that may lead to an accident. [Def Stan 00-56].
Hazard Analysis	The process of describing in detail the hazards and accidents associated with a system, and defining accident sequences. [Def Stan 00-56].
Hazard Identification	The process of identifying and listing the hazards and accidents associated with a system. [Def Stan 00-56].
Hazard Log	The continually updated record of the hazards, accident sequences and accidents associated with a system. It includes information documenting risk management for each hazard and accident. [Def Stan 00-56].
Human Factors	The systematic application of relevant information about human capabilities, limitations, characteristics, behaviours and motivation to the design of systems. [Def Stan 00-56].
Impact Priority Evaluation	The process of assessing identified environmental impacts in order to prioritise them for further action.
Incident	The occurrence of a hazard that might have progressed to an accident, but did not. [Def Stan 00-56].

Independent Safety Auditor	An individual or team, from an independent organization, that undertakes audits and other assessment activities to provide assurance that safety activities comply with planned arrangements, are implemented effectively and are suitable to achieve objectives; and whether related outputs are correct, valid and fit for purpose. [Def Stan 00-56].
ISO14001	The international standard for Environmental Management Systems.
ISO14040	The international standard for Life Cycle Assessment.
Knowledge Base	A store of useful information on various topics, kept by ASEG for future reference.
Lead Auditor	Person recognised within the organization as having the required level of competence to manage and perform audits (See also Auditor)
Life Cycle Assessment	Compilation and evaluation of the inputs, outputs and the potential environmental impacts of a product system throughout its life cycle. [EN ISO 14040:2006].
Life Cycle Stages	The stages of acquisition through which a system passes ie CADMID.
Major non-conformance	An absence of control/system where they are required; where the control/system are in place but there is are significant failing/inadequacies; or issue requires urgent attention.
Material Risk	In terms of the EMS a material risk is something that has the capacity to effect any of the following issues: Cost, including inflated cost of achieving efficient disposal – any risk that a financial budget may be exceeded is a material risk Delays – any risk that project milestones such as the Initial Gate may be missed should be considered to be material Legal penalties – any risk of incurring legal penalties is material Reputation damage – any risk that may damage the MOD's reputation is material Environmental impairment – any risk that irreversible damage to the environment may be caused is a material risk.
Minor non-conformance	Where the control/system are in place but there are non-significant failing/inadequacies or where there is a minor breach of controls/procedures which could cause a problem if no corrective action to be taken
Mitigation Statement	A statement outlining the actions identified by an organization in order to prevent or control its environmental impact(s).
Mitigation Strategy	A measure that, when implemented, reduces risk. [Def Stan 00-56].

Nonconformance	Is a situation that does not comply with the requirements of one or more of the following: • POSMS or POEMS; • IPT's SMS and EMS; • Applicable safety or environmental legal and non-legal standards; or • Equipment system safety or environmental performance.
Non-conformance and corrective action form	A document that records an observation or non-conformance, in addition to corrective, preventive and improvement action to be undertaken in relation to the observation and non-conformance.
Objectives	In terms of health and safety: Goals, in terms of OH&S performance, that an organization sets itself to achieve. [OHSAS 18001:2007]. In terms of environment: Overall environmental goal, consistent with the environmental policy, that an organization sets itself to achieve. [BS ISO 14001:2004]
Observation	Where a possible improvement or need for improvement has been identified which doe not relate to a conformance issues but may otherwise be of benefit
Occupational Health and Safety	(OH&S) – conditions and factors that affect, or could affect, the health and safety of employees, temporary workers, contractor personnel, visitors and any other person in the workplace. [OHSAS 18001:2007].
Operating Environment	The total set of all external natural and induced conditions to which a system is exposed at any given moment. [Def Stan 00-56].
Operational Controls	Any document, measure or system which contains elements that control an organization's operations with the aim of avoiding or reducing one or more environmental impacts.
Performance	In terms of Health and Safety: Measurable results an organization's management of its OH&S risks. Note 1: Performance measurement includes measuring the effectiveness of the organization's controls. [OHSAS 18001:2007]. In terms of Environment: Measurable results of an organization's management of its environmental aspects. [EN ISO 14001:2004]

Pre-Audit Questionnaire	Questionnaire supplied by the audit leader to the organisation to be examined. Usually requires basic information regarding the organisation, personnel, and the processes or activities it manages or has responsibility for. Will also identify documents or other records that the audit team will expect to consult during the audit.
Procedure	A documented instruction which aims to ensure that the organization's environmental policy and its objectives and targets are met. These procedures will include: Environmental Management System core procedures, support procedures, assurance and audit procedures, operational control procedures and any overarching policy commitment procedures.
Process Evidence	Evidence of the properties of a system, or an element of a system, that is based on its development process. [Def Stan 00-56].
Project	In the context of this manual, 'project' refers to a single process that results in the acquisition of one or more equipment systems.
Qualitative Evidence	Evidence of the properties of a system, or an element of a system, that is not numerically based. [Def Stan 00-56].
Quantitative Evidence	Evidence of the properties of a system, or an element of a system, that is based on countable or measurable properties on a numerical scale. [Def Stan 00-56].
Receptor	Any organism or object that can be affected by a change in the environment eg humans, flora, fauna, buildings.
Record	A *document* stating results achieved or providing evidence of activities performed. [EN ISO 14001:2004].
Regulatory Authority	The authority responsible for enforcing environmental legislation eg Environment Agency, local authorities.
Reliability	The probability of failure-free operation for a specified time for in a specified environment. [Def Stan 00-56].
Residual Risk	The risk remaining after risk reduction. [Def Stan 00-56].
Restricted Substance	Any substance that is controlled by law eg mercury, cadmium, PCBs.
Rigorous	Extremely thorough and accurate as well as strictly applied and followed. [Def Stan 00-56].
Risk	Combination of the likelihood of harm and the severity of that harm. [Def Stan 00-56].
Risk Acceptance	The systematic process by which relevant stakeholders agree that risks may be accepted. [Def Stan 00-56].

Risk Analysis	The systematic use of available information to estimate risk.
Risk and ALARP Evaluation	The systematic determination, on the basis of tolerability criteria, of whether a risk is broadly acceptable, or tolerable and ALARP, and whether any further Risk Reduction is necessary. [Def Stan 00-56].
Risk Estimation	The systematic use of available information to estimate risk. [Def Stan 00-56].
Risk Management	The systematic application of management policies, procedures and practices to the tasks of Hazard Identification, Hazard Analysis, Risk Estimation, Risk and ALARP Evaluation, Risk Reduction and Risk Acceptance. [Def Stan 00-56].
Risk Reduction	The systematic process of reducing risk. [Def Stan 00-56].
Safe	Risk has been demonstrated to have been reduced to a level that is broadly acceptable, or tolerable and ALARP, and relevant prescriptive safety requirements have been met, for a system in a given application in a given operating environment. [Def Stan 00-56].
Safety and Environmental Focal Point(s)	Is the person(s) who has been assigned with responsibility for overseeing the implementation and maintenance of the SMS and EMS within an IPT.
Safety Argument	A logically stated and convincingly demonstrated reason why safety requirements are met. [Def Stan 00-56].
Safety Audit	A systematic and independent examination to determine whether safety activities comply with planned arrangements, are implemented effectively and are suitable to achieve objectives; and whether related outputs are correct, valid and fit for purpose. [Def Stan 00-56].
Safety Case	A structured argument, supported by a body of evidence that provides a compelling, comprehensible and valid case that a system is safe for a given application in a given operating environment. [Def Stan 00-56].
Safety Case Report	A report that summarises the arguments and evidence of the Safety Case, and documents progress against the safety programme. [Def Stan 00-56].
Safety Claim	An assertion that contributes to the safety argument. [Def Stan 00-56].
Safety Committee (Safety Panel)	A group of stakeholders that exercises, oversees, reviews and endorses safety management and safety engineering activities. [Def Stan 00-56].
Safety Integrity Requirements	Safety requirements relating to properties of the system that contribute to resistance to dangerous failure, including (but not limited to) reliability, availability, robustness, timeliness and use of resources, as well as the degree of confidence in these properties. [Def Stan 00-56].

Safety Management	The application of organizational and management principles in order to achieve safety with high confidence. [Def Stan 00-56].
Safety Management Plan	A document that defines the strategy for addressing safety and documents the Safety Management System for a specific project. [Def Stan 00-56].
Safety Management System	The organizational structure, processes, procedures and methodologies that enable the direction and control of the activities necessary to meet safety requirements and safety policy objectives. [Def Stan 00-56]
Safety Programme	The part of the Safety Management Plan that documents safety timescales, milestones and other date-related information. [Def Stan 00-56].
Safety Property	An invariant that is a necessary condition for a safety requirement to be met. [[Def Stan 00-56].
Safety Requirement	A requirement that, once met, contributes to the safety of the system or the evidence of the safety of the system. [Def Stan 00-56].
Software	Intellectual creation comprising the programs, procedures, data, rules and any associated documentation pertaining to the operation of a data processing system. [Def Stan 00-56].
Stakeholder	Any individual or group concerned with or affected by the safety or environmental performance of an organisation.
Standards	Written specifications of the requirements of a process, system or material. Issued by standards Bodies eg ISO, BSI etc
Statutory Threshold	A maximum limit prescribed by law or legal permit for releases or emissions of particular substances to an environmental medium.
Sub- System	A system that is an element of another system. [Def Stan 00-56].
Subject Matter Expert (SME)	Person who has specific knowledge or expertise in a defined area. May be called upon to support the audit team.
Super-System	A system that includes at least one element that is itself a system. [Def Stan 00-56].
System	A combination, with defined boundaries, of elements that are used together in a defined operating environment to perform a given task or achieve a specific purpose. The elements may include personnel, procedures, materials, tools, equipment, facilities, services and/or software as appropriate. [Def Stan 00-56].
System Platform	A piece of equipment that acts as the fixing point for another equipment system.

Target	Detailed performance requirement, quantified where practicable, applicable to the organization or parts thereof, that arises from the safety objectives and that needs to be set and met in order to achieve those objectives. In terms of environment: Detailed performance requirement, applicable to the organization or parts thereof, that arises from the environmental objectives and that needs to be set and met in order to achieve those objectives. [EN ISO 14001:2004]
Tolerability Criteria	Quantitative or qualitative measures for determining whether a risk is unacceptable, tolerable or broadly acceptable. [Def Stan 00-56].
Tolerable	A level of risk that may be tolerated when it has been demonstrated that the risk is ALARP and is not unacceptable. [Def Stan 00-56].
Unacceptable	A level of risk that is tolerated only under exceptional circumstances. [Def Stan 00-56].
Validated Safety Argument	A safety argument with supporting evidence that has been subjected to sufficient scrutiny to provide assurance of the robustness of the argument and evidence. [Def Stan 00-56].
'White Box'	Having visibility of the internal architecture, structures, features and implementation as well as the externally visible performance and interfaces. [Def Stan 00-56].

9.2 Abbreviations

AAP	Assurance and Audit Procedure
ALARP	As Low As Reasonably Practicable
AMP	Assisted Maintenance Period
ASEMS	Acquisition Safety and Environment Management System
ASEG	Acquisition Safety and Environmental Group
ATE	Army Training Estate
CADMID	An acronym describing the different phases of acquisition ie Concept, Assessment, Demonstration, Manufacture, In-service, Disposal.
CBA	Cost Benefit Analysis
CDM	Chief of Defence Materiel
CESO	Chief Environment and Safety Officer
CHASP	Central Health And Safety Project
COTS	Commercial Off The Shelf
CSA	Customer Supplier Agreement
DE	Defence Estates
DEC	Director Equipment Capability
DEFRA	Department of Environment Food and Rural Affairs
DESB	Defence Environment Safety Board
DESO	Defence Exports and Sales Organisation
DE&S	Defence Equipment and Support
DSA	Defence Sales Agency
DS&C	Directorate Safety and Claims
D SMT	Department of Specialist Management Training
DTI	Department of Trade and Industry
EI	Environmental Impact

EIA PM	Environmental Impact Assessment Policy Memorandum
EIR	Environmental Information Regulations 1992
EIS	Environmental Impact Statement
EISS	Environmental Impact Screening and Scoping
EMP	Environmental Management Plan
EMS	Environmental Management System
FSB	Functional Safety Board
FSMO	Functional Safety Management Office
HI&A	Hazard Identification and Analysis
HSC	Health and Safety Commission
IEA	Independent Environmental Auditor
IEMA	Institute of Environmental Management and Assessment
IG	Initial Gate in the CADMID cycle
IOSH	Institution of Occupational Safety and Health
IPT	Integrated Project Team (also used to cover Integrated Business Team)
IPTL	Integrated Project Team Leader
IS	In-Service
ISA	Independent Safety Auditor / Assessor / Advisor (according to context)
ISO14001	International Standard for Environmental Management Systems
ISO14004	Guidance on the International Standard for Environmental Management Systems
ISO14040	International Standard for Life Cycle Assessment
JSP	Joint Service Publication
LOD	Letter of Delegation
LoD	Lines of Development
MG	Main Gate in the CADMID cycle

MOTS	Military Off The Shelf
MOU	Memorandum of Understanding
NGO	Non Government Organisation
OCP	Operational Control Procedure
OH&S	Occupational Health and Safety
OHSAS 18001:2007	Occupational Heath and Safety Management Systems – Specification
PFI	Private Finance Initiative
PHI&A	Preliminary Hazard Identification and Analysis
POEMS	Project-Oriented Environmental Management System
POSMS	Project-Oriented Safety Management System
PPP	Public Private Partnership
PR&A	Project Review and Assurance
RACI	Responsible / Accountable / Consulted / Informed (a technique to record, usually in a Table, the level of involvement of different authorities in a range of activities)
SEMIs	Safety and Environmental Management Instructions
SEMS	Safety Environmental Management System
SHEF	Safety Health Environment and Fire
SME	Subject Matter Expert
SMO	Safety Management Office or Officer
SMP	Safety Management Plan OR Safety Management Procedure
SMS	Safety Management System
SOP	Standard or System Operational Procedures (including Operational Procedure)
SofS	Secretary of State
SQEP	Suitably Qualified and Experienced Person(s)
SRD	System Requirement Document

SSP	System Support Procedure
TLB	Top Level Budget
TLMP	Through Life Management Plan
UOR	Urgent Operational Requirement
URD	User Requirement Document
VPF	Value of Preventing a Fatality