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# 1 INTRODUCTION

1.1.1 The purpose of this document is to explain the contents and operation of the Safety Management element of MOD's Acquisition Safety and Environmental Management System (ASEMS). This element is known as the Project-Oriented Safety Management System (POSMS). The other element of ASEMS is the Project-Oriented Environmental Management System (POEMS) which has a separate, although closely related, manual.

1.1.2 This document describes the Safety Management processes and procedures to be employed during a project's life cycle by DE&S and contractors working for them. It will enable DE&S project teams to develop and operate at the project level, Safety Management Systems, that are appropriate for discharging their delegated responsibilities and satisfying the requirements defined in Legislation, Departmental Policy and Domain-specific Policy set by MoD's Functional Safety Boards (FSBs).

1.1.3 The POSMS stresses the importance of identifying and consulting with stakeholders and Subject Matter Experts so that project teams can discharge their delegated responsibilities. Safety can only be achieved and sustained through co-ordinated effort by authorities with responsibilities for operation, maintenance, training as well as design, manufacture and upkeep. The POSMS is intended for application by DE&S and their contractors, but it also contains information which may be useful to other authorities with different responsibilities.

1.1.4 Reduction of safety risk for all activities undertaken by the MOD has been recognised for many years both in terms of Occupational Health and Safety as required by Law, and functional safety of equipment, systems, platforms and services (hereinafter referred to as 'equipment and services') that have the potential to cause unintentional harm.

1.1.5 The need to manage and control safety risk has been recognised and the requirement for safety management resulting from National and International Legislation is defined in MOD Policy and specific Regulatory requirements. It is a requirement that MOD can demonstrate that it has put in place appropriate management controls and procedures to identify and manage potential safety risks throughout the life of its many projects.

1.1.6 Project risk, and hence risk to operational effectiveness, resulting from safety issues can be manifest in many different ways. The main categories being:

- Cost;

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- Delays;
- Legal non-compliance;
- Reputation damage;
- Death and/or injury to operators, other military personnel and third parties.

1.1.7 In addition to MOD Departmental Policy, there are also a number of MOD Joint Service Publications (JSPs) that define the Policy and identify specific Regulatory requirements within the areas of Land, Sea, Air, nuclear propulsion, Ordnance Munitions and Explosives. In these JSPs each of these areas has defined its own and slightly differing way of managing safety. In some cases this has led to difficulties in aligning safety requirements when acquiring items that are to be used across the policy areas.

1.1.8 Therefore to ensure a consistent and coherent approach with meeting these policies and their statutory obligations the DE&S have decided to implement the POSMS, under the umbrella of the ASEMS, to define generic Safety Management requirements for all acquired equipment and services, and to ensure that they are assessed and managed for safety in a coherent and consistent way.

## **1.2 Application**

1.2.1 The procedures and processes contained in the POSMS, apply to and are to be followed by all those to whom the CDM has delegated authority for the management of safety issues in equipment and services procured and managed through the DE&S.

## **1.3 Relationship to MOD Policy and Domain Requirements**

1.3.1 These procedures have been designed to provide those with delegated authority for safety management issues with a mechanism by which they may achieve and demonstrate those responsibilities.

1.3.2 At the top level MOD Policy and requirements can be found in The Secretary of State's Safety, Health and Environmental Protection Statement <sup>1</sup>. Domain specific policy and requirements for the management of Safety and Environment in relation to the equipment and services MOD procure, support and operate can be found in a series of Joint Service Publications (JSP) published by the MOD Functional Safety Boards:

<sup>1</sup> Policy Statement in Safety, Health and Environmental Protection in the MOD (December 2006)

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**Safety Health Environment and Fire Board (SHEFB)**, publish JSP 375 MOD Health and Safety Handbook and JSP 418 MOD Sustainable Development and Environmental Management Handbook.

**MOD Aviation Regulatory and Safety Board** publishes JSP 55x series covering aviation safety.

**Ship Safety Board (SSB)** publishes JSP 430 MOD Ship Safety Management.

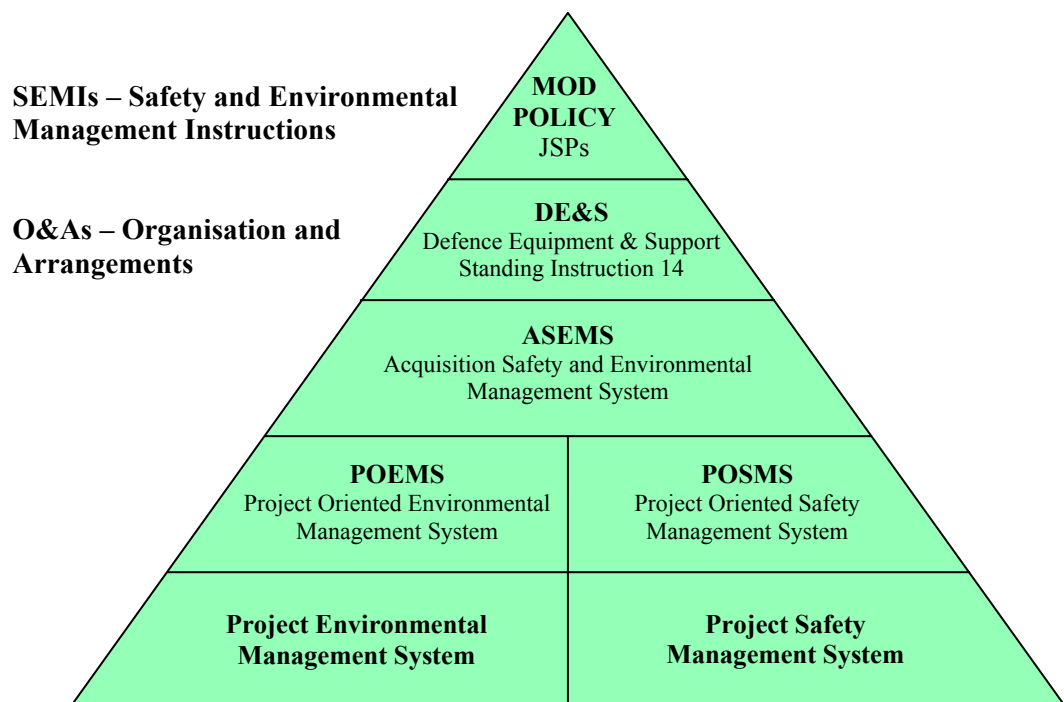
**Land Systems Safety Board (LSSB)**, publishes JSP 454 MOD System Safety and Environmental Assurance for Land Systems.

**Defence Ordnance Safety Board (DOSB)**, publishes JSP 520 UK MOD's Ordnance, Munitions And Explosives Safety Management System.

**Defence Nuclear Safety Board (DNSB)**, publishes JSP 518 Regulation of Naval Nuclear Propulsion Programme and JSP 538 Regulation of the Nuclear Weapon Programme.

1.3.3 The relationship between the JSPs, this document and the Manuals is shown in Figure 1.1 below:

**Figure 1.1 Relationship of MOD Environment and Safety Documentation**



1.3.4 The POSMS is designed to cover the work of Integrated Project Teams/Integrated Business Teams (hereinafter referred to as IPTs), to comply with Government and

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MOD policy and meet stakeholder expectations, and improve consistency in safety management across all IPT acquisition projects. In essence, the aim of the POSMS is to assist the identification and assessment of potential safety risks associated with acquired equipment and systems, in order for this information to inform the design, manufacture, use, and disposal stages of the item's life cycle.

- 1.3.5 The principal benefits arising from implementing ASEMS will be to demonstrate that MOD's safety and environmental policy is being achieved in the acquisition process consistently and in a structured and formal way. The POSMS will bring about improvements in safety management and corresponding reduction of project risk resulting from safety issues. There will be cost benefits through saving on reworks and delays brought about by the late identification of significant safety issues.

## 1.4 Document Contents and Structure

- 1.4.1 This document is organised into the following main sections:

Section	Title
1.	Introduction to the POSMS
2.	Description of the POSMS
3.	POSMS Management and Responsibilities
4.	How To Do It
5.	POSMS Process Maps
6.	Core Procedures
7.	Support Procedures
8.	Assurance and Audit Procedures
9.	Glossary and Abbreviations

## 1.5 Document History

- 1.5.1 This Release Version 2.2s is the third release of the Manual Text and Core Procedures, and second release of the Support Procedures and Assurance and Audit (A&A) Procedures. It is designed for use by IPTs in equipment and services acquisition projects

- 1.5.2 Future development of the Manual and its content will result in the issue of updated versions. Document, quality and version control of the Manual will be managed by the Acquisition Safety and Environmental Group (ASEG). It is important that readers of the Manual and Procedures verify that they are accessing the current approved version.

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- 1.5.3 Earlier versions of this document were produced as development or consultation documents. These should not be used and should be discarded or replaced by this current version.
- 1.5.4 Readers should note that Version 2.2s relates to the POSMS and Version 2.2e relates to the POEMS. Whilst the current version numbers for the POSMS and POEMS are the same it should be expected that over time different version issues may be undertaken. Version number realignment between the POSMS and POEMS will be undertaken only at major version re-issues.
- 1.5.5 This document, the POSMS Manual, is a controlled document within the POSMS. It has been developed in consultation with major MOD stakeholders.

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