ANNEX E

FRAMEWORK AND PRINCIPLES

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INTRODUCTION

1   The Department's series of Joint Service Publications relating to environment and safety have developed organically and independently. Consequently, there has been no consistent approach to the purpose, format and contents of these JSPs. A framework and set of principles have been developed to encourage a more standardised approach to JSPs, thus promoting coherence across the functional safety domains. The objective is to allow FSB chairmen flexibility when reviewing the JSPs under their authority, whilst still ensuring that the essential aspects of the safety management system for their domain are covered.

FRAMEWORK

2   The framework is aligned to the structure of recognised environment and safety management systems (HS(G)65 and ISO 14001). It is not intended to dictate a structure that all JSPs are to follow. Environment and safety JSPs are produced for a number of reasons and, therefore, may not individually contain all seven framework elements. However, all elements will be applicable to an environment and safety management system for each functional safety domain (or each subject relevant to the FSD). It is, therefore, important to ensure that all elements have been addressed and identified where they can be found. Use of the template at Appendix 1 to determine the location of each element will reveal any potential gaps and overlaps and assist in reviews to ensure consistency in the FSB's environment and safety management system. The framework is set out below:

- Policy
- Organisation
  - o   Organisational Structure
  - o   Arrangements
  - o   Regulatory context
  - o   Competence
  - o   Communication
- Planning
  - o   Regulations
  - o   Standards
  - o   Objectives and Targets
  - o   Risk Management
- Implementation
  - o   Instructions
  - o   Advice and Guidance
- Systems Effectiveness
  - o   Performance Measurement
- Review
  - o   Continuous Improvement
- Audit

PRINCIPLES FOR ENVIRONMENT AND SAFETY JSPS

3   The generic principles set out below shall be applied to the JSPs under the authority of each functional safety board to promote consistency of approach to their contents.

- All environment and safety JSPs are subordinate to JSP 815 and shall meet any requirements stated therein

- All JSPs shall be linked to and published under the authority of a parent FSB

- The content of JSPs should be clear and concise with the preference being given to signposting to existing material rather than presenting lengthy re-interpretation or reproduction of existing material

- JSPs shall only contain material applicable MOD-wide (TLB specific material forms part of the TLB safety management system)

- Target audiences, limits to applicability and authority shall be identified and where necessary explained

- The use of pictures and diagrams shall be promoted

- Wherever practical there shall be standardisation and integration of processes and requirements noting the requirements of other FSBs

- FSBs shall ensure all framework elements are covered by the subject matter JSPs under their authority

- Mandatory requirements shall be clearly identified and separate from advisory requirements

- Where MOD specific standards, arrangements and regulations are published in JSPs these shall, so far as is reasonably practicable, be at least as good as that required by legislation. Guidance and advice shall be distinct and separate from this and therefore enable the user to know what they must do and how they may achieve it

- Risk assessment methodologies shall be proportionate to the complexity and severity of the hazard

- Safety case requirements for equipment, systems and material procured shall be proportionate

- Any mandated forms relating to the functional safety area shall be included in the JSPs published under the FSB's authority