2 DESCRIPTION OF THE POSMS

2.1 Overview

2.1.1 The POSMS describes processes and procedures which are designed to assist with the identification and management of the safety risks of equipment and services throughout the acquisition process. In doing so the POSMS seeks to assist IPTs identifying the safety risks through application of hazard identification and assessment methodologies, to apply appropriate mitigation measures to eliminate or reduce safety risks to levels which are tolerable and As Low As Reasonably Practicable (ALARP) and to identify and manage any residual safety risk on acquisition projects. The POSMS is based on a series of procedures which together create a conventional "Plan-Do-Check-Act" approach to the management of safety issues.

2.2 POSMS Scope

2.2.1 The scope of the POSMS is limited to acquisition projects for equipment and services, and excludes procurements made outside the DE&S. It includes the safety issues relating to the environment (eg health and safety risk from use of hazardous materials) and hence overlaps with some of the aspects of the POEMS. It excludes occupational health and safety (OH&S) within the workplace of DE&S which is covered elsewhere. It does however include OH&S issues associated with handling and operation of the equipment and services being acquired.

2.2.2 The POSMS deals with the potential safety impacts of equipment and services within their specified sphere of operation including risks associated with storage and transportation. The POSMS applies to all stages of the project life cycle from Concept through to Disposal, including any development or trials activities.

2.3 POSMS Structure

2.3.1 The procedures contained within the POSMS fall conveniently into three blocks, these are:
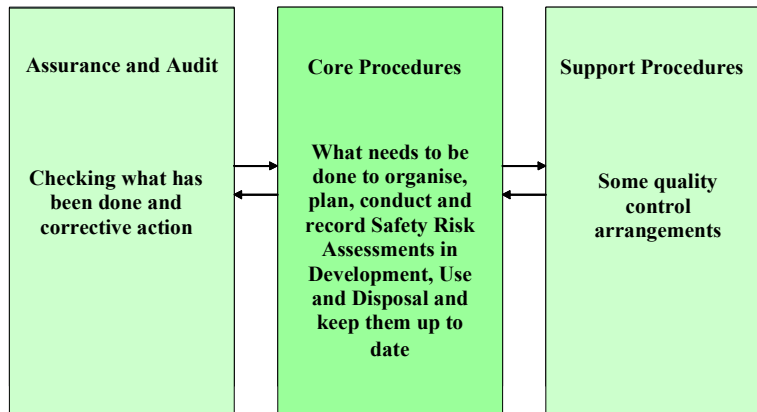
- The Core Procedures

- The Support Procedures

- The Assurance and Audit Procedures

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Figure 2.1 The three blocks of Procedures

POSMS Procedures-Safety Management System

| **Assurance and Audit**

Checking what has been done and corrective action | **Core Procedures**

What needs to be done to organise, plan, conduct and record Safety Risk Assessments in Development, Use and Disposal and keep them up to date | **Support Procedures**

Some quality control arrangements |

2.3.2   The Core Procedures (see Section 6) cover the main tasks and activities required by the POSMS. The core procedures consist of 13 separate procedures. In outline:

- Procedures SMP01, SMP02 and SMP03 broadly cover collection and collation of relevant information and planning;

- Procedures SMP04 and SMP09 deal with undertaking and reporting Safety Risk Management as part of development;

- Procedure SMP10 relates to Safety Requirements and Contracts;

- SMP11 and SMP12 cover the management of Safety information;

- Procedure SMP13 deals with the in-service Safety Management System, including review of Safety information and preparation for the end of life.

2.3.3   The element of monitoring Safety performance of the equipment or service in usage is covered in the Support Procedures.

2.3.4   The Support Procedures (See Figure 2.2 and Section 7) apply management control to a number of basic project functions that are required by the POEMS and POSMS. The functions or activities dealt with by the support procedures are:
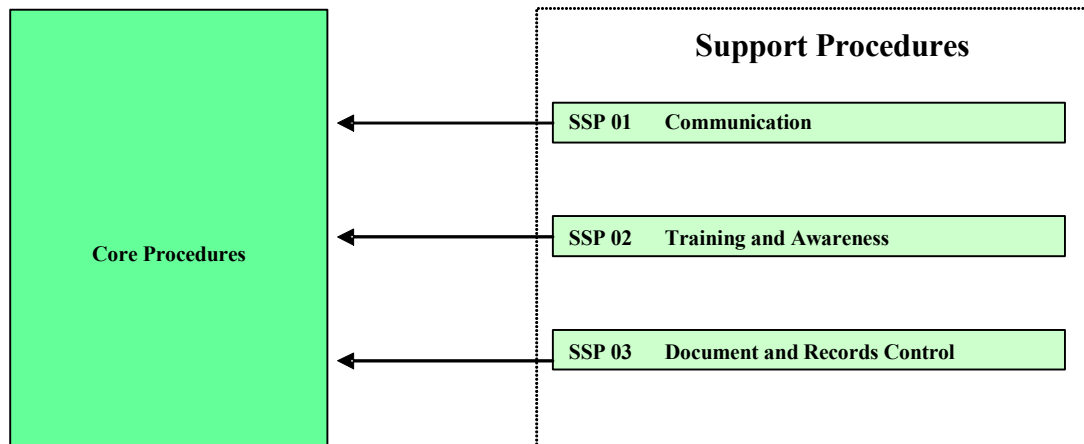
Procedure SSP01 – Communications;

Procedure SSP02 - Training and Awareness;

Procedure SSP03 - Document and Record Control;

Figure 2.2 The Support Procedures

2.3.5   The Assurance and Audit Procedures (See Figure 2.3 and Section 8) apply an assurance regime, on the IPT's POEMS and POSMS activities and outputs. The functions or activities dealt with by the assurance and audit procedures are:
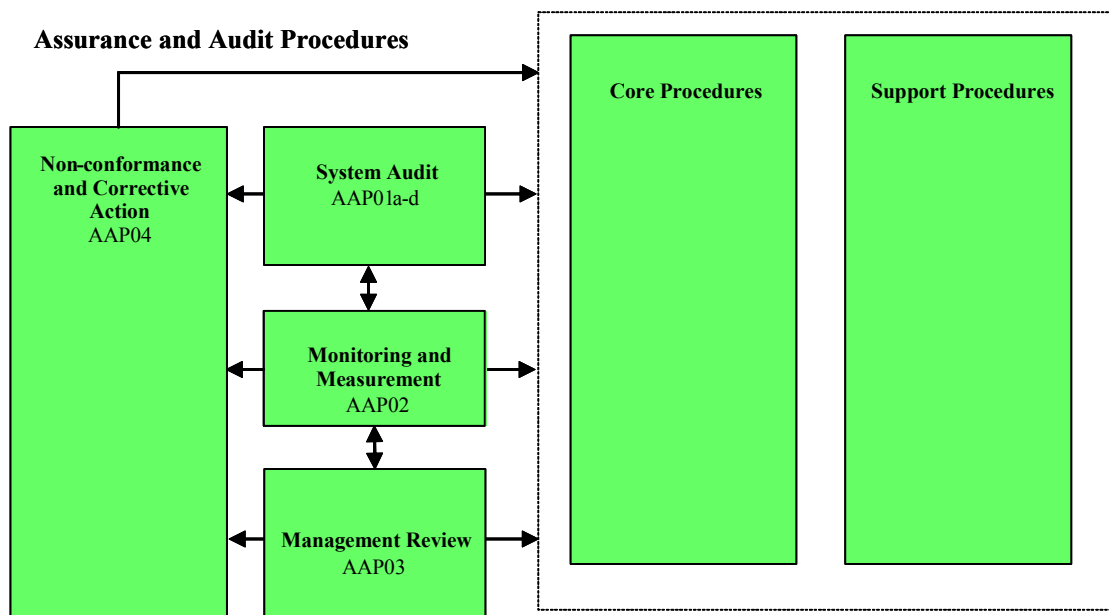
Procedure AAP01 - System Audit;

Procedure AAP02 - Management Review;

Procedure AAP03 - Non-conformance and Corrective Action.

Procedure AAP04 – Monitoring and Measurements

Figure 2.3 The Assurance and Audit Procedures

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2.4 POSMS Alignment

2.4.1 The POSMS is intended to be consistent with the terminology and approach of Def Stan 00-56 Issue 4.

2.4.2 Consideration has also been given to the specification for Occupational Health & Safety as identified in OHSAS 18001:1999. This specification aligns the requirements for Occupational Health and Safety Management Systems with those for Environmental Management Systems as defined in ISO 14001 and Quality Management Systems as defined in BS 9000:2000. Occupational Health and Safety is an integral part of safety and is therefore covered by the safety risk identification, assessment and management processes and procedures within this POSMS for acquired equipment and services.

2.4.3 The POSMS contains flexibility in order for it to deal with the vast range of procurement projects that IPTs are responsible for, both in terms of size of project, equipment complexity and procurement strategy employed.

2.5 Similarities between the POSMS and POEMS

2.5.1 A number of the features of POSMS have equivalent outputs or comparable requirements in the POEMS, the main ones are shown in Table 2.1 below.

Table 2.1   Major similarities between the POSMS and POEMS

POSMS Element	POEMS Element
Safety Committee	Environmental Committee
Hazard Identification and Analysis Risk and ALARP Evaluation Risk Estimation	Environmental Impact Assessment
Hazard Log	Environmental Feature Matrix
Safety Case	Environmental Case
Safety Case Reports	Output from the POEMS procedures
Safety Auditing	System and Equipment Performance Auditing

2.5.2 In recent years, many IPTs have carried out safety and environmental tasks together. Sometimes environmental issues are considered as a sub-set of safety, and IPTs produce combined Safety and Environment Cases. For instance, at the Concept stage it is likely that for most projects a combined Safety and Environment Committee will be established by the IPT. It will also be possible to carry out combined safety and environmental auditing, depending on the competencies of the auditors. The degree of 'integration' between safety and environment should be determined, and reviewed, by the IPT. The main point being to ensure that an aligned approach is adopted which fits the project.

Table 2.2   Cross reference between OHSAS 18001:1999 requirements and MOD POSMS

OHSAS 18001 Requirements	POSMS Element
OH&S policy (Clause 4.2)	MOD Safety and Environment Policy
Planning for hazard identification, risk assessment and risk control (Clause 4.3.1)	SMP03 – Safety Planning
Legal and other requirements (Clause 4.3.2)	SMP01 – Project Safety Initiation JSP 375 (And other JSPs dealing with Domain-specific Safety requirements) DS&C Legislation and Policy Tracker
Objectives (Clause 4.3.3)	SMP03 – Safety Planning SMP10 – Safety Requirements and Contracts SMP13 – In-Service SMS
OH&S management programme(s) (Clause 4.3.4)	SMP03 – Safety Planning SMP13 – In-Service SMS
Structure and responsibility (Clause 4.4.1)	POSMS Manual SMP01 – Project Safety Initiation SMP03 – Safety Planning SMP13 – In-Service SMS
Training, awareness and competence (Clause 4.4.2)	SSP02 – Training and Awareness
Consultation and communication (Clause 4.4.3)	SSP01 – Communications SMP02 – Safety Committee
Documentation (Clause 4.4.4)	POSMS Manual
Document and data control (Clause 4.4.5)	SSP03 - Document and Records Control
Operational control (Clause 4.4.6)	SMP08 –Risk Reduction SMP12 – Safety Case Reports SMP13 – In-Service SMS
Emergency preparedness and response (Clause 4.4.7)	SMP08 –Risk Reduction SMP12 – Safety case and Safety Case Reports SMP13 – In-Service SMS AAP02 - Monitoring and Measurement AAP04 - Non-conformance and Corrective Action
Performance measurement and	AAP01 - System Audit

OHSAS 18001 Requirements	POSMS Element
monitoring (Clause 4.5.1)	AAP02 - Monitoring and Measurement
Accidents, incidents, non conformance and corrective and preventive action (Clause 4.5.2)	SMP13 – In-Service SMS AAP02 - Monitoring and Measurement AAP04 - Non-conformance and Corrective Action
Records and records management (Clause 4.5.3)	SSP03 - Document and Records Control
Audit (Clause 4.5.4)	AAP01 - System Audit
Management review (Clause 4.6)	AAP03 - Management Review.