



MINISTRY OF DEFENCE

POLICY INSTRUCTION

Subject: **PUBLICATION OF REVISED JSP 375 VOLUME 3
CHAPTERS 1 AND 2 (POLICY AND COMMON REQUIREMENTS)**

Number: PI 10/11

Strategy & Policy Directorate Sponsor:
Robin Cawthorne, DIO Prop-SHEF,
94421 2077/0121 311 2077.
Robin.cawthorne@dio.mod.uk

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Contact if different from above Sponsor: Sean McGovern, DIO PTS CSAA,
944213717/01213113717.
sean.mcgovern@dio.mod.uk

Who Should Read this: All MOD staff and contractors who are involved with the implementation of JSP 375 Volume 3 Management of Significant Risk Activities on the MOD Estate

When it takes effect: Immediately

When it is due to expire: July 2013

Health and Safety

Equality And Diversity Impact Assessment

This policy has been Equality and Diversity Impact Assessed in accordance with the Department's Equality and Diversity Impact Assessment Tool against:

Part 1 Assessment Only (no diversity impact found)

Introduction

1. This Policy Document announces the publication of the latest revision to JSP 375 Volume 3 Chapters 1 & 2, effective from 01 July 2011. It details the reason for change, the significant changes and required implementation date together with, the introduction of a new audit format.

Reasons for Change

2. JSP 375 Volume 3 is the MOD Safety Management System for defined significant risk activities on the defence estate. It contains rules and procedures which provide MOD's safe systems of work for the management and control of these activities. In addition to enabling the MOD to effectively manage and control significant risk activities in a cohesive and consistent manner, it also serves to ensure that the requirements of UK legislation are being met and is specifically intended to aid duty holders in the discharge of their responsibilities by ensuring suitable and sufficient competent persons are appointed.
3. Following a review into the implementation of JSP375 Volume 3, Chapters 1 and 2 have been rewritten to align with the structures and principles of recognised safety management systems (i.e. HSG65 and OSHAS 18001). As part of this rewrite Chapter 8 has been subsumed into Chapter 2.

Summary of Key Changes

4. The previous Chapter 8 has been removed and the training requirements placed within Chapter 2 for the overarching requirements and Chapters 3 to 7 for the discipline specific requirements.
5. The role of Principle Authorising Authority has been replaced with that of Coordinating Senior Authorising Authority. This Policy Document also rescinds Information Note 03/10.
6. Routine assessment and subsequent reassessment of Authorising Engineers (AE) is changed to that of an initial assessment by the relevant Senior Authorising Authority/Deputy Senior Authorising Authority with the responsibility for their continuing competence falling to the AEs employer. The current 'Certificate of Competence' is replaced with an AE licence to operate on the MOD estate with an associated assurance regime.
7. Action Plans contained within the Standard AE Template are split into two parts, firstly on the implementation of Safe Systems of Work and secondly on equipment/infrastructure aspects. This will allow monitoring of each and show clearly where there are issues of concern.
8. The practice of DIO approving specific training courses ceases and therefore this Policy Document withdraws the previous PI 06/07. It will be the responsibility of the employer to ensure that the personnel (undertaking the roles identified in JSP 375) under their control are trained to the required standard.
9. The role of Coordinating Authorised Person is removed and a new role of Safe Systems Coordinator has been introduced.

Implementation

10. Implementation of the revised Chapters 1 & 2 elements is required by January 2012. Where there are areas that are unable to implement any specific elements within this timescale, the delivery areas concerned are to provide (to the Sponsor) details of the mitigation strategy together with a plan for implementation.
11. Embedded within the revised Chapter 2 is the requirement to implement the standard Authorising Engineer Audit Template which on future contracts will be mandated. This standard format will enable the assimilation of audit findings in order that they can populate an assurance dashboard which will then be onwardly communicated to the DIO

Board. Details regarding, and completion of, the Authorising Engineer Standard Audit Template are the subject of a stand alone Practitioner Guide (PG XX/11).