

DSA DOSR Range Safety Policy Letter 15 - 1



**Defence
Safety
Authority**

DSA/DOSR Ref: RSPL_15_1

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DSA DOSR RANGE SAFETY POLICY LETTER 15 - 1

YOUNG PERSONS USING MoD RANGES	
Who should read this:	All Service and civilian personnel involved with the management and conduct of MoD Ranges.
Category:	Regulation.
Cancellation date:	When rescinded or replaced.
Point of contact:	DSA-DOSR-PRG-1@mod.uk

References:

- A. JSP403 Volume 1 Handbook of Defence Ranges Safety Parts 1 and 2 dated May 15.
- B. JSP375 Management of Health and Safety in Defence, Chapter 19 Young Persons Version 1.4 Dec 14.

Purpose

1. The purpose of the DSA DOSR Range Safety Policy Letter is to provide a swift method of circulating an update to the Regulations, requirements and / or guidance of Reference A, prior to the issue of formal updates.

Safety issue

2. The Management of Health and Safety Regulations require that MoD pay special attention to identifying and controlling health and safety risks to young person(s) in the workplace¹ (below the age of 18, including work experience students, cadets, etc.) taking into account their lack of physical or mental maturity and lack of experience.

3. A young person is anyone under 18 years of age. A child is a category of young person defined as not having yet reached the official age at which they may leave school, just before or after their 16th birthday (this is often referred to as the Minimum School Leave Age (MSLA))².

¹ Those employed by or undertaking work (including work experience students) on behalf of the MoD or its contractors.

² The oldest pupils of compulsory school age are those born in September and may be as old as 16 years and 10 months in year 11 before they leave school on the last Friday in June.

4. A young person(s) over the MSLA (not a child) is not permitted to undertake such work unless it is necessary for their training and carried out under supervision by a competent person and providing the risks are reduced to the lowest level so far as is reasonably practicable.

Control measures to be implemented by RAU

5. Before young person(s) use MoD Ranges, the RAU must review all risk assessments (Reference B, Part 2, Volume 1, Chapters 8, 10, 11 & 12) of the work environment, materials and activities to identify any additional control measures / changes required. Consideration is to be given to the hazards and risks to all young person(s) who are involved in the activity / task or who may be affected by it and the communication and enforcement of the required control measures.

Control measures to be implemented by Organisation / Civilian Club

6. Before young person(s) / Cadets on duty³ are allowed to use a MoD Range, the key findings of the risk assessments and the control measures that will be in place before live firing commences must be provided by the person / organisation arranging the activity; it is the responsibility of the person / organisation arranging the activity to provide this information to the child or young persons parents or guardians.

Control measures to be implemented by RCO / Civilian Club Chairman

7. The Range Conducting Officer (RCO) / Club Chairman shall ensure that a formal plan⁴ for the activity of young person(s) is put in place before they use MoD Ranges. The plan shall include the provision of information, instruction, training and supervision (and by whom); this may require increased levels of supervision and / or the assigning of a mentor. In assessing risks to young person(s) RCO's / Club Chairman should take the following specific factors into account:

- a. Physical maturity (e.g. strength, size).
- b. Mental maturity; risk perception.
- c. Lack of experience.
- d. Additional health and safety training.
- e. Increased supervision.
- f. Suitability of safety equipment (PPE etc.).

Dissemination

8. In due course, the contents of this policy letter will be incorporated into Reference A. In the meantime, the policy is effective from the issue of this letter. DRSC members as appropriate are requested to disseminate this policy letter through their chains of command to all Range Authorising Officers and Range Administering Units likely to be affected by it.

³ This includes all Service and Combined Cadet Forces.

⁴ For Cadet activity On Duty this can be in the form of either a Range Aide Memoire (RAM) or Range Action and Safety Plan (RASP).

9. This policy letter will also be distributed to all holders of Reference A through the Defence Munitions Centre and will be placed on the Defence Intranet / Internet website for viewing alongside JSP 403.

Prepared: Sec DRSCWG

Date: 3 Sep 15

Authorised: Chairman DRSCWG

Date: 3 Sep 15