



Defence
Safety Authority

DSA 03.OME Part 2 (Formerly JSP 482) - Defence Code of Practice (DCOP) for In-Service and Operational Safety Management of OME

Defence OME Safety Regulator

DOSR



DSA VISION

Protecting Defence personnel and operational capability through effective and independent HS&EP regulation, assurance, enforcement and investigation.

PREFACE

AUTHORITY

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STATUS

2. This document:
 - a. Is uncontrolled when printed.
 - b. Will be updated as part of a continuous improvement programme but at least 12-monthly from the period of document issue date.

REQUESTS FOR CHANGE

3. Proposed changes, recommendations or amendments to DOSR Regulations and Guidance publications can be submitted by anyone using the DOME Request for Change Function (RFC) available for every Dome publication in the DOME library located [here](#) or by completing the Word version of the Change Proposal Form available from the DOME Library, see figure 1 below for the location.

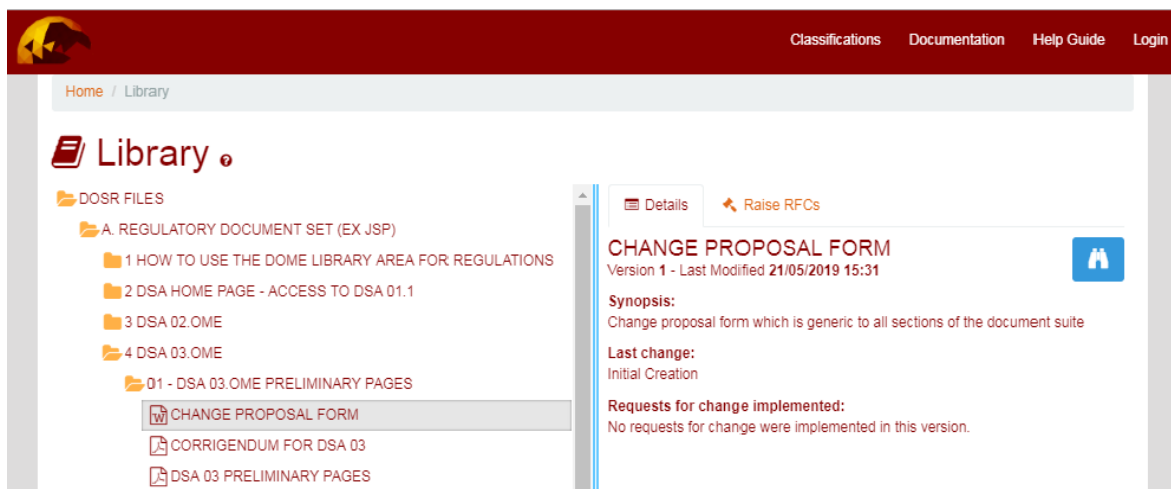


Figure 1. Change Proposal Form (Word version) Location

4. Any post and grammar change proposals can be approved or rejected by the DOSR PRG Authors without involvement of the associated Working Group.
5. Technical change proposals will need to be submitted to the associated Working Group for review and approval or rejection.
6. When incorporating changes care is to be taken to maintain coherence across regulations.
7. Changes effecting Risk to Life will be published immediately.
8. Other changes will be incorporated as part of routine reviews.

REVIEW PROCESS

9. The DOSR PRG team will ensure these OME Regulations remain fit for purpose by conducting reviews through the DOSR Governance Committees, involving all Stakeholders.

FURTHER ADVICE AND FEEDBACK

10. The document owner is the DOSR. For further information about any aspect of this document, or questions not answered within the subsequent sections, or to provide feedback on the content, contact:

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AMENDMENT RECORD

Version 1.0						
No	Section	Para	Amendment Summary	Agreed	Date	
1	3	3.10.2	Link to Competency Framework updated.		05/12/19	
	4	4.2.1 to 4.2.4	New paragraphs on Waivers and Exemptions inserted.		05/12/19	
2	Cover		Front Cover Title updated.	Pubs-1	15/06/20	
	Contents		Paragraph headings updated.	Pubs-1	15/06/20	
	3	3.1.1		Organisation paragraph updated.	Pubs-1	15/06/20
		3.2.1		Acronyms updated.	Pubs-1	15/06/20
		3.3		Paragraph heading updated.	Pubs-1	15/06/20
		3.4		'DSA OME Safety' Inspectors replaced by 'DOSR Assurance' Inspectors.	Pubs-1	15/06/20
		3.4.1		'DSA OME Safety' Inspectors replaced by 'DOSR Assurance' Inspectors.	Pubs-1	15/06/20
	4	4.2.1		Waivers paragraph updated.	Pubs-1	15/06/20
	4	4.2.2 to 4.2.4		Paragraphs removed.	Pubs-1	15/06/20
	All	Various		'Waivers and Exemptions' replaced by 'Waivers' throughout the chapter.	Pubs-1	15/06/20

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CHAPTER 1**DSA03.OME (JSP 482) MOD EXPLOSIVES GUIDANCE****CONTENTS**

Paragraph

1 APPLICABILITY

- 1.1 Applicability to MOD
- 1.2 Applicability to Overseas and in Operational Theatres
- 1.3 Nuclear Weapons Facilities

2 SAFETY ASPECTS

- 2.1 General
- 2.2 Fundamental Principles
- 2.3 Explosives Safety

3 EXPLOSIVES SAFETY ORGANISATION

- 3.1 Explosives Regulation & Licensing
- 3.2 DSA DOSR TL/CIE (MOD)
- 3.3 Defence Ordnance, Munitions and Explosives (OME) Safety Regulator (DOSR)
- 3.4 DOSR Assurance Inspectors
- 3.5 TLB/TFA Inspectors of Explosives
- 3.6 DSA Endorsement of IE's
- 3.7 Duties of TLB/TFA IE's
- 3.8 Explosives Licence Holder Responsibility for Risk
- 3.9 Explosives Safety Representative(s) (ESR)
- 3.10 Competence

4 AMENDMENT OR VARIATION

- 4.1 Change Proposals
- 4.2 Waivers

Annex:

- A Model Template for the Application for a Letter of Endorsement

1 APPLICABILITY

1.1 Applicability to MOD

1.1.1 This guidance, issued by DOSR TL/ Chief Inspector of Explosives (MOD) and endorsed by the OME Safety and Environmental Stakeholder Committee (OSESC), are produced for the guidance and instruction of all personnel, both Service personnel and MOD employed civilians (including supporting contracted staff), who are concerned with the management, storage, maintenance, inspection, processing, transport, handling and disposal of explosives and explosives storage facilities within the control of the Secretary of State for Defence (S of S).

1.1.2 This guidance is based on provisions, in the form of legislation, and on the recommendations of the Defence Ordnance Safety Regulator (DOSR) and NATO AC326 Committee. The conditions provided by this guidance and necessary DOSR recommendations are to be treated as the minimum safety regime that must be applied to explosives in the MOD.

1.1.3 Explosives in this context include all substances, and materiel containing substances, which are classified as Class 1 in the United Nations Recommendations on the Transport of Dangerous Goods.

1.1.4 Use or distribution of this guidance, for other than this stated purpose is undertaken at users own risk.

1.1.5 Management of explosives safety within MOD, is a two-stage process.. The first stage addresses the intrinsic explosive safety of the Ordnance, Munitions and Explosives (OME) following the process defined in this guidance. This process is MOD wide, for all environments and is undertaken by the Ordnance, Muntions and Explosives Project/Delivery Team (OME PT/DT). The second stage is the integration of the OME into a platform and is undertaken following the processes defined in JSP 430 and Naval Authority Regulations for the Maritime Environment.

1.1.6 DSA03.Defence Maritime Regulations (DMR) identifies embarked (OME) as a key hazard requiring independent safety approval and certification. Naval Authority Explosives NA (EXP) is formally authorised by the Defence Maritime Regulator (DMR) as an authority that is independent of the Platform Duty Holder and Operational Duty Holder and is responsible for providing safety regulation in the area of Shipborne Explosives hazards under JSP 862.

1.2 Applicability to Overseas and in Operational Theatres

1.2.1 In overseas theatres, ports, anchorages, airfields etc it is the Secretary of State's (SofS) policy that the MOD applies UK standards and arrangements where reasonably practicable and, in addition, respond to host nations' relevant HS&EP expectations.

1.2.2 Where there is ambiguity or apparent gaps against UK legislation or standards, UK is to implement management arrangements that produce outcomes that are, so far as reasonably practicable, at least as good as those required by UK legislation.

1.2.3 Where there is no relevant host nation legislation, internal standards aim to optimise the balance between risks and benefits. This does not mean avoiding risks but managing them responsibly, on the basis of consequence and likelihood.

1.2.4 Where advice or direction is given by means of this guidance for peacetime, it is also normally to be applied during operations or periods of tension, as to do otherwise may be seen as indefensible in a Court of Law.

1.3 Nuclear Weapons Facilities

1.3.1 When Nuclear Weapons containing conventional explosives are stored, processed and handled in MOD Explosives facilities they will be subject to the conditions of this document.

2 SAFETY ASPECTS

2.1 General

2.1.2 Although there are many kinds of items in service that require special precautions to be taken in their handling and storage, those containing explosives (including pyrotechnic or incendiary substances and certain chemical compositions) form a special class. Additional precautions are therefore essential, not only to preserve their serviceability, but also to provide the minimum practicable/acceptable risk, not only for personnel handling them, but also to other persons and property. It must always be borne in mind that the guidance contained in this publication deal with items that are potentially dangerous and generally designed to cause harm.

2.1.3 All persons employed in the custody and handling of explosives, whether in peacetime, periods of tension, or war, are to apply both the spirit and the letter of this guidance.

2.2 Fundamental Principles

2.2.1 The fundamental principles underlying this guidance are:

- (1) The function of an explosive, pyrotechnic or incendiary substance or article is to explode or ignite violently. The greatest care is therefore to be taken at all times during storage, handling, transportation, processing, inspection, trials and disposal.
- (2) Explosives, even those with similar characteristics, differ in sensitiveness to heat, friction, shock and impact. They also differ in stability under varying climatic conditions, and in their rate of physical deterioration.
- (3) Whilst explosives are designed to be stable, this stability may decrease if they are poorly packaged or stored. Furthermore, any physical or chemical degradation in an explosive, such as could arise if explosives have exceeded their design life, almost invariably leads to greater sensitivity rather than less.

2.3 Limiting the Risk From Explosives

2.3.1 All facilities used for storing and processing explosives must be licensed as suitable for the intended purpose. The HSE performs this role in the civil sector and DSA DOSR TL/ CIE (MOD) Licences all explosives areas controlled by the MOD. For an explosives licence to be issued, DOSR TL/ CIE(MOD), through the respective IEs, must be satisfied that the standard of safety is equivalent to that ensured by the separation distances prescribed by regulation 27 and Schedule 5 of the Explosives Regulations 2014 (SI 2014/1638) and any risks identified are ALARP.

2.3.2 In addition to ensuring that MOD explosives facilities are safe, DSA DOSR TL/ CIE (MOD) must be assured that explosives safety management arrangements continue to deliver a safe defence capability in accordance with MOD business and operational imperatives. It is essential that, for example, storage capacity is adequate for defence needs that encompass future strategic assumptions and not just normal business. It has been the custom to exploit fully the maximum licensable potential derived from Quantity Distances (QDs). However, while licensing for future needs and Safeguarding to protect against encroachment to Site Potential are a necessity, under the ALARP principle, it is not permissible to grant a working licence for more than the explosives quantity that can be clearly justified for the prevailing conditions. Experience has shown that the risk associated with individual PES licensed and operated under normal MOD rules is normally

within the Tolerable Region. In the case of large, complex sites, the cumulative risks from individual licensed facilities within the site will generate a higher cumulative risk.

2.3.3 In order to demonstrate ALARP for processing facilities, it is necessary to keep the quantity of explosives present that hazard people to the minimum. Accumulations of explosives awaiting processing, return to store, dispatch and disposal after processing are to be kept to a minimum.

2.3.4 Concurrent processing of two or more munitions should be avoided since the activities of one processing team places its neighbouring team at risk and vice versa. Whenever concurrent processing of munitions is to be undertaken by 2 or more teams in the same process room, it is essential that the HoE provides evidence that appropriate protection has been afforded to all teams. The operator should also show that it is not reasonably practicable to separate the concurrent processing to different areas or different times.

2.3.5 An effective safety management system will reduce to the practical minimum the exposure of people to explosive risk This applies to processing teams, people not connected to the task and people external to the site. Regular review should be undertaken to ensure exposure continues at a minimum.

2.3.6 The prime principle of ALARP is to think beyond pure licensing regulations as a permissioning system and to consider whether the activity could more reasonably practicably be performed in a safer manner. If safety can be practicably improved beyond the rules here prescribed, then a clear duty exists to do so that must be discharged. It is thus not sufficient to rely upon rules that take no account of local conditions that might demand or allow a greater level of safety provision. Therefore, for example, it might be permissible within these rules to place explosives at a reduced QD from people thus increasing their level of risk, but if an alternative location exists where the activity can be carried out at a greater separation distance, despite any perceived difficulties and inconvenience, that greater protection to life must be afforded. In this case however, the risks associated with relocating stocks should also be considered.

2.3.7 While on operations, in times of crisis or war, such action may not be practicable because other far reaching risks may be increased by not affording the best operational solution to site activity. Therefore, through general agreement with the MOD, the HSE has acknowledged that the Defence Imperative should be taken into account in determining what is reasonably practicable to ensure the health and safety of employees and others involved with defence operations and training directly related to operations. Personnel responsible for safety must look beyond their immediate surroundings and situation to improve safety where local conditions and practicability exists. This is to be thought of as a necessary continuous lateral thinking exercise.

2.3.8 What is reasonably practicable will inevitably be a matter for judgement. However, by 'accepting the risk' Duty Holders must satisfy themselves that, in their professional judgement, their decision is supported by thoroughly researched and balanced arguments that can be expected to hold up before searching scrutiny in a Court of Law. The resulting Explosives Licence is therefore to indicate or cross reference, in as much detail as possible, the factors and constraints governing the authorised NEQ limits and the matters that must be addressed, supervised and reviewed for effective safety management.

2.3.9 It is essential for duty holders to note that although there is a general duty to manage risks so that they are ALARP where, in such cases the regulations are limited to "Shall..." or "Shall so far as is practicable", in some cases legislation places a greater duty than "Shall so far as is Reasonably Practicable".

2.3.10 Further detailed information is available from the HSE at :

<http://www.hse.gov.uk/risk/expert.htm>

3 EXPLOSIVES SAFETY ORGANISATION

3.1 Explosives Regulation and Licensing

3.1.1 The Director General of the Defence Safety Authority (DG DSA) has principal responsibility within Defence for the regulation of Safety. Under the authority given to DG DSA by the DSA Charter, he/she defines the authority and responsibilities of the Defence Ordnance, Munitions and Explosives (OME) Safety Regulator Team Leader (DOSR TL) through issue of a personal Letter of Delegation. This directs the DOSR TL to regulate OME safety across Defence activities in accordance with the Secretary of State's policy statement and maintain an appropriate regulatory regime. Decisions within the OME safety regulatory area are DOSR TL's responsibility. In discharging their responsibilities as a Regulator, DOSR TL is to comply with those generic policies, processes and procedures detailed in DSA publications.

3.2 DSA DOSR TL

3.2.1 DSA DOSR TL is delegated by DG DSA the position of DOSR safetyTL/ Chief Inspector Explosives (CIE) (MOD). DOSR TL/ CIE (MOD) shall:

- (1) Set, maintain and promulgate appropriate MOD explosives safety guidance pertaining to storage, processing, handling, transport and disposal that meet the requirements of current legislation;
- (2) Put in place arrangements to enforce MoD Regulations for the safe operation of MoD explosives activities;
- (3) Engage with national; international; and NATO experts to ensure that MOD standards reflect national and international best practice;
- (4) Report to DG DSA on explosives licensing and activities at any time when the risks involved in the operation of any explosives facility fall outside the departmental or statutory standards;
- (5) Assess applications for a Letter of Endorsement (LoE) from TLB/TFA's in respect of the appointment of an IE and issue LoE for suitable applicants;
- (6) Provide advice to TLB/TFA's and Project/Delivery Teams on the explosives licensing for MOD's explosive facilities in the UK and overseas in accordance with statutory, host nation and MOD requirements;
- (7) Put in place and oversee an inspection and audit programme, independent of the TLB/TFA, to provide assurance to DG DSA and the Secretary of State, that MoD Explosives Guidance meet legislative requirements; and that explosives activities under MOD control are licensed, managed and operated in accordance with statutory and departmental regulations and any additional licence conditions;
- (8) Assess supporting evidence for CA Explosives Licences raised by IE's where the Quantity Distances are not met; where the evidence supports the interpretation that the intent of the QDs is met endorse the licence;
- (9) Assess applications for Non-Standard Licences in accordance with this document and issue advice and/or authority as appropriate; and
- (10) Act as the MOD focal point for the DSA DOSR TL CIE MOD/HSE Hazardous Industries Division (HID) Engagement Plan.

3.3 Defence Ordnance, Munitions and Explosives (OME) Safety Regulator (DOSR)

3.3.1 DOSR, through its Secretariat, will undertake the following:

- (1) Promulgate Defence Explosives Regulations, ensuring they comply with current legislation. which requires that they;
 - (a) provide for the safe manufacture¹ and storage² of explosives; and
 - (b) prescribe —
 - (i) Separation distances, or
 - (ii) a combination of separation distances and other safety measures, which are designed to ensure a standard of safety which is equivalent to that ensured by the separation distances prescribed in the Explosive Regulations 2014.
 - (c) provide for the safe transport of explosives.
- (2) Classify military explosives in accordance with current legislation.
- (3) Provide technical explosives advice to other Governments, Departments, MOD, NATO, UN and other national and international, organisations.
- (4) Contribute to the formulation of National and European Explosives and Dangerous Goods legislation.

3.4 DOSR Assurance Inspectors

3.4.1 To assist with the discharge of their duties, DOSR shall appoint Assurance Inspectors. DOSR Assurance Inspectors shall be crown servants authorised by the Defence OME Safety Regulator to regulate through inspections and audits in the Defence environment. They shall also be authorised to take enforcement action where necessary in accordance with this document, in order to hold MOD Duty Holders to account for compliance with Standards. They shall also operate the engagement plan agreed between DSA DOSR CIE(MOD) and the HSE HID.

3.5 Top Level Budget Holder (TLB) /Trading Fund Agency (TFA) Inspectors of Explosives (IE)

3.5.1 It is a Line Management responsibility to put in place an organisation to manage and discharge its safety responsibilities.

3.5.2 Each TLB/TFA has responsibility to ensure that it complies with Statutory and MOD regulations and standards where it requires explosives facilities and activities as part of its business.

3.5.3 Each TLB/TFA that has a requirement to undertake explosives activities shall either;

- (1) appoint a competent crown servant to be the IE through a personal Letter of Authority (LoA) with the authority to issue explosives licences in accordance with the standards laid down in Chapter 9; or

¹ Manufacture includes processing, any onsite testing of explosives and logistical disposal activities.

² Storage includes any on site handling of explosives.

(2) agree for the provision of explosives licensing support from another TLB/TFA which has appointed a competent person as their IE; such agreement is to be documented through a Joint Business Agreement (JBA).

3.5.4 The IE must be of a grade commensurate with the explosives activities the TLB/TFA carries out and requires licences for. Normally this would be Cdr/Lt Col/Wg Cdr/B2. However, where the activities do not include explosives processing, the storage of explosives in excess of 2000Kg NEQ aggregated total HD1.1 – 1.3 for an establishment, then a junior grade may be considered.

3.5.5 In determining the grade at which the TLB/TFA appoints its IE, consideration must also be given to the level of authority that person is to be granted in regards to ensuring TLB/TFA HoE achieve compliance with licence conditions.

3.5.6 The TLB/TFA IE may delegate further, within their own line management chain, through a personal LoA, the authority to issue explosives licences in accordance with the standards laid down in this document.

3.5.7 Table 1 below details the authority to sign or endorse explosives licences.

TYPE OF LICENCE	SIGNATURE	REQUIREMENTS
Standard Licence MoD F1659 and MoD F1658	TLB/TFA IE; or SO1/C1 authorised by IE; or SO2 authorised by IE	Full compliance with DSA03.OME within the limitations of the type of licence.
Consequence Analysis (CA) Supported Standard Licence	TLB/TFA IE	Evidence of meeting intent of regulations
Non Standard Licence	Endorsed by DSA DOSR CIE(MoD); signed by TLB/TFA IE	a. Potential consequences are limited to, Explosives Workers, Explosives Area Support Workers; and b. Members of the general public are at no greater risk than at Inhabited Building Distance (IBD) or Public Transport Route (PTRD) as appropriate; and c. Clear evidence of a Defence Imperative; and d. The risks of the proposed activity are considered Tolerable and ALARP; and e. The additional risk and potential consequences are acknowledged and accepted by the relevant TLB 2*; and f. The TLB, HoE and DSA DOSR CIE (MOD) agree an action plan to remove the need for the Non Standard Licence where practicable.
Non Standard Licence	Endorsed by DSA DOSR CIE (MoD) and authorised by PUS	a. Risks are not tolerable; or b. Potential consequences include risks to members of the general public greater than expected at IBD or PTRD as appropriate; and c. Clear evidence of a Defence Imperative; and d. The additional risk and potential consequences are acknowledged and accepted by the HoE and relevant TLB 3*; and d. Requirement for the explosives licence to be endorsed by DSA DOSR CIE (MoD) and authorised by PUS.
Operational Licence	IE	See DSA 02.OME.

TABLE 1 – EXPLOSIVES LICENCE AUTHORISATION LEVELS

3.6 DSA DOSR TL Endorsement of IEs

3.6.1 IEs requiring a LoA for the purposes of Explosives Licensing in the MoD, should be assessed by DOSR TL to confirm they are Suitably Qualified and Experienced Persons (SQEP) to issue explosives licences. Once satisfied DOSR TL will issue a personal Letter of Endorsement (LoE) recognising the suitability of the applicant. The applicant should receive their LoE before their LoA can be issued. If the applicant is considered unsuitable then this is to be discussed with both the applicant and the TLB/TFA. Where appropriate a training and development plan should be agreed and the applicant endorsed with any limitations or controls clearly stated in the LoE based on the individuals current competence.

3.6.2 Applications for a LoE should be submitted in the form of a CV giving details of the Post Competency Profile; the applicant's relevant qualifications and competencies, and relevant experience, including dates achieved. A Model Template for the application for a LE is at Annex A.

3.6.3 Once issued a LoE is valid for as long as the individual is in the post for which the LoE has been issued. A copy should be retained by the TLB/TFA; a copy on the individuals' personnel file; and a copy will be retained by DOSR.

3.7 Duties of TLB/TFA IEs

3.7.1 The responsibility to assess the risks arising from their explosives activities and to ensure that adequate resources are provided to implement the controls required to manage the explosives activities sits with the establishment conducting the activity and the TLB/TFA line management chain.

3.7.2 The duties of the IE are to:

- (1) Provide advice to the TLB/TFA; establishments in the TLB/TFA functional area; and any other TLB/TFA, where an agreement exists, on explosives licensing and safety in explosives activities.
- (2) Act as the TLB/TFA Focal point for DOSR matters.
- (3) Issue Standard Explosives Licences and Registrations in accordance with the standards in DSA 03.OME Part 2 for their TLB/TFA functional area, and any other TLB area where such an agreement exists.
- (4) Assist in the generation of a safety case, in accordance with this document, when the regulations in this publication cannot be met and a Non Standard Explosives Licence may be required.
- (5) Provide DSA DOSR TL/ CIE (MOD) with copies of Licences authorised by Consequence Analysis (CA).
- (6) Maintain a register of all Explosive Licences and Registrations issued within their functional area in accordance with with DSA 03.OME Part 2.
- (7) Revalidate and reissue licences in accordance with DSA 03.OME Part 2.
- (8) Provide assurance to the TLB/TFA that activities authorised by explosives licenses in their functional area are managed in accordance with MoD standards through inspections of explosives safety management and facilities at intervals not exceeding 2 years³.
- (9) Appoint IE Inspectors.

³ For units storing only SAA licensed under DSA 03 Part 2 Chapter 10, Sect 8, Annex A, this periodicity may be increased to 3 years.

(10) Effectively process Waivers.

3.7.3 Where a TLB/TFA does not have suitable personnel to appoint as IE Inspectors it should agree, through a written JBA, support from a TLB/TFA for the provision of inspections of their explosives facilities and activities. Where this is the case, the reports produced by the IE Inspectors are for the establishment inspected and that establishments' TLB/TFA.

3.7.4 Inspections are to be carried out in accordance with the criteria in DSA 03.OME Part 2 Chapter 20; their evidence should inform the TLB/TFA OME End to End (E2E) assurance report.

3.7.5 The TLB/TFA appointing IE Inspectors must determine and articulate the level of authority their IE Inspectors require that enables them to inspect sites and provide assurance that HoE/Duty Holders comply with the conditions of their explosives licence(s).

3.7.6 Where a TLB/TFA enters into an agreement with another TLB/TFA to provide the IE inspection function, it will be for the host TLB/TFA to determine the level of authority that the guest inspectors shall have during inspections of the host establishments.

3.8 Explosives License Holder Responsibility for Risk and Safety

3.8.1 All MOD staff, without exception, are charged by the SofS to take responsibility for health and safety matters and to act on behalf of their superiors to ensure standards are enforced. However, the person who has ownership and is answerable for the level of risk generated from the activities associated with the explosives license is the explosives licence holder (explosives licensee).

3.8.2 Normally this will be the HoE at establishment level. However, it should be noted that the explosives license may not always be issued to the HoE, it may be held by a lodger unit depending upon who has day to day control of compliance with the licensee duties. Ultimately, it is the responsibility of the licensee to review conditions of all their licenses held and the operations carried out that generate risks and ensure that they are managed in accordance with Statutory and MoD requirements.

3.8.3 Even where the HoE is not the explosives licensee they still retain duties to co-ordinate overall safety on their site (See JSP 375) therefore, where the explosives licensee is a lodger or contractor operating on their establishment, the explosives licensee has a duty to communicate any hazards to the establishment HoE. Both parties have a duty to co-operate in controlling the risks generated.

3.8.4 The regulations in relation to explosives licences are in DSA 02.OME.

3.9 Explosives Safety Representative(s) (ESR)

3.9.1 The explosives licensee may formally authorise, in writing, a person to manage the day to day activities of discharging their duties for explosives safety, to a properly qualified and competent MOD employee from within their management chain.

3.9.2 Furthermore, personnel charged with supervising explosives safety, and especially with explosives licensing matters, are to be suitably qualified, by passing the appropriate Service or departmental course, and experienced, relevant to the establishment's explosives activities, and must be deemed to possess and maintain an appropriate level of competence. Even where the explosives licensee appoints an ESR, it does not absolve them of their duties for the safe management and operation of the activities authorized by the explosives license. All matters out of the ordinary or which cannot be resolved within normal regulations are to be referred up the

reporting chain and, in the first instance, directly to the explosives licensee for him to exercise his Duty of Care.

3.10 Competence

3.10.1 Competence is a line management responsibility; it is the duty, at all levels of management, to ensure that people are competent for the duties and activities upon which they are employed.

3.10.2 The competence of those working in Weapons, Ordnance, Munitions and Explosives (WOME) shall be demonstrated against the standards of best practice set by the sector; these are the National Occupational Standards (NOS) for Explosives Substances and Articles (ESA). These can be found on Defnet under [Functional Competence Frameworks M-Z](#), WOME Functional Skills Framework.

3.10.3 Line Management is responsible for:

- (1) Ensuring competence can be demonstrated to at least that required in the NOS ESA.
- (2) Where skill gaps exist ensure positive action is taken to resolve them.
- (3) Ensure appropriate records of competence are maintained.
- (4) Provide reports on the progress of implementation of the NOS through their E2E Assurance.

4 AMENDMENT OR VARIATION

4.1 Change Proposal

4.1.1 Any comments, recommendations or amendments relating to this publication can be made using the DSA 03.OME generic Change Proposal Form available on Def Net.

4.2 Waivers

4.2.1 These Regulations are mandatory and take precedence where OME is involved. However, it is recognised that there may be occasions when the Regulated Community is unable to comply with specific Regulations in this publication. In such circumstances, a temporary Regulatory Waiver from extant Regulations shall be applied for from DOSR. Waivers will be approved or rejected at the appropriate level within DOSR. This signatory level will be dependent upon the complexity of the issue or whether the request is novel and/or contentious. The process is outlined in DSA 02, Defence Ordnance, Munitions and Explosives (OME) Regulations.

CHAPTER 1**ANNEX A****MODEL TEMPLATE FOR THE APPLICATION FOR A LETTER OF ENDORSEMENT**

1. Title:

Rank	
First Name	
Second Name	
Post Title	
TLB/TFA/Branch/Establishment	
Post	

2. Post Competency Profile

WOME Competency Framework (Map the post requirements to the NOS WOME Framework. List all that are relevant)	

3. Qualifications

Degree	
Technical/Functional	
Any Other (Appropriate to the post requirements)	

4. Qualifications and Experience Pertinent to the Post

--

This should focus on qualifications and experiences pertinent to the post and relate them to the relevant competences. It should be detailed in chronological order, with the most recent relevant experiences coming first. Candidates should consider this section carefully as the experience should be supported by commentary or evidence to support the relevant experiences. Ideally it will be submitted in tabular format.

5. Additional Information.

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The applicant should include any other information they consider relevant, including supporting evidence, which may not have been fitted into the previous CV elements.

6. Candidates Statement.

CVs are to include the following candidate statement: "I Certify that the information supplied above is accurate to the best of my knowledge. "I believe that the courses attended and my training together with my relevant experiences, fit me to accept the responsibility of IE (insert relevant TLB/TFA)"

Signature.....

Date.....