

Serial Number: SEB 046

*Keeping our Safety and Environmental Practitioners informed*

<b>Release of S&amp;EP Leaflet 17/2023 Replacing SEB 003</b>	
<b>When it takes effect:</b>	Immediately
<b>Valid for:</b>	Until rescinded
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Since the publication of the SEB 003 Issue 4, it has been recognised that Safety Engineers Success Profiles fulfilling typical “Safety Manager” (SM) roles were not clearly identified within the Safety Core type of assignment within the existing taxonomy. To ensure that the correct competence and responsibilities of this role are captured, the taxonomy has been updated with a supporting Letter of Responsibility and Assignment Specification for the SM role developed. It was also recognised that the existing SEB 003 Issue 4 was too prescriptive. To address this, a series of Rules have been developed which can be adopted by each domain. Furthermore, there is greater emphasis on the Executive Safety Responsible (ESR) and Director Engineering and Safety responsibilities regarding waivers to specific Rules.

S&EP Leaflet 17/2023 defines how the Safety taxonomy is to be applied across DE&S and describes how assignment specifications, competence assessments and safety and environmental delegations shall be managed. The rules defined in S&EP Leaflet 17/2023 shall be tailored to avoid conflict with Regulatory requirements; in all cases, Regulatory requirements are to take precedent.

The taxonomy, developed by the Acquisition Safety Project (ASP), maps assignments across DE&S in accordance with formal Safety responsibilities. The equivalent taxonomy for assigning formal responsibilities for Environmental Protection (EP) to Environmental Professionals is yet to be developed. Therefore, the principles of S&EP Leaflet 17/2023 should be reviewed and adapted to ensure DE&S responsibilities for EP are adequately covered by competent and experienced professionals. Using professional judgement, the ESR shall identify the Senior Person Responsible for EP, this may be aligned with the Senior

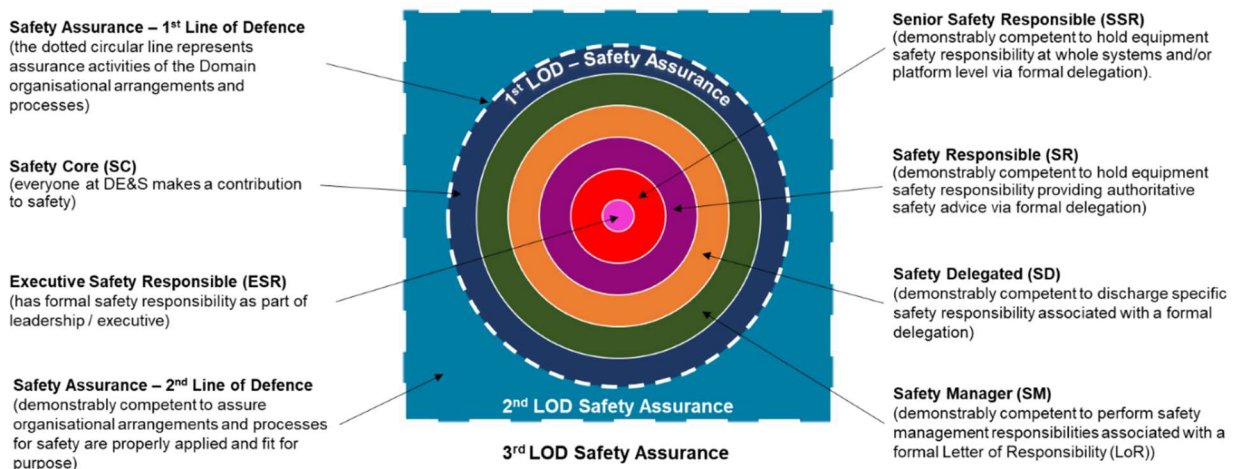
Safety Responsible (SSR) or the Team Leader (TL). The decision resides with the ESR but must be formally delegated and documented for audit purposes. It should be noted that the Risk to Life attributes of Environmental Protection remain with the SSR (i.e., Hazardous Materials/Risk to Life/Injuries due to spills etc).

General Occupational Health Safety and Environmental (OHSE) responsibilities will still be the responsibility of the TL. However, the responsibility for Product, System and Services design (including OHSE aspects) will remain with the SSR.

S&EP Leaflet 17/2023 Rule 6 and Rule 14 details MyHR requirements. These requirements have been tested within MyHR, but not implemented as yet, and are expected to be launched by June 2023.

## Taxonomy

The Acquisition Safety Taxonomy now comprises nine categories against which all assignments in DE&S may be mapped. These categories are defined in the figure below. The majority of DE&S assignments require no formal safety delegations and hence people deployed to them will be aligned to the Safety Core (SC) category.



## Training

To support the release of S&EP Leaflet 17/2023, a Domain specific training matrix has been developed, which aligns to the Taxonomy above, also published within ASEMS.

### Actions to be taken

1. For cascading as appropriate

*Released under the Authority of*

**Paul Reason**

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