

Serial Number: SEB/021

*Keeping our Safety and Environmental Practitioners informed*

## Introduction of GMP-00 – S&EP Leaflets

<b>When it takes effect:</b>	Immediately
<b>Valid for:</b>	Until rescinded
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### Description

1. Since 2010, the DE&S QSEP Team has promulgated emergent acquisition safety and environmental policy in a series of S&EP Leaflets. These leaflets form part of the DE&S ASEMS, and therefore have the same mandate and authority as that publication. With the re-formatting of ASEMS into a web-based tool in 2016, a decision was taken to present the leaflets as General Management Procedures (GMPs) in ASEMS Part 2, whilst still retaining them in their traditional format on the ASG. User feedback suggests this approach is causing some issues, specifically:
  - The differing format of the leaflets published as GMPs and on the ASG is leading to confusion about which version takes precedence;
  - Not all S&EP Leaflets are published as GMPs, only those specifically relating to acquisition S&EP.
2. It has therefore been decided to simplify the way S&EP Leaflets are hosted in ASEMS, with all extant leaflets being linked from a single new GMP.
3. A new GMP entitled 'GMP-00 – S&EP Leaflets' is to be created on ASEMS. GMP-00 will follow the format of the SEP Leaflets page on the ASG ([S&EP Leaflets](#)) and contain a list of hyperlinks to a .pdf version of each leaflet.

4. Those GMPs that currently host S&EP Leaflets will be removed, namely:
  - GMP01 – S&EP Leaflet 12/2017 DE&S Requirements for the Management of Equipment Safety;
  - GMP02 – S&EP Leaflet 02/2011: ALARP in a Military Equipment Capability Context;
  - GMP03 – S&EP Leaflet 10/2017 Competence Mapping;
  - GMP04 – S&EP Leaflet 03/2011 Equipment Safety and Environmental Protection;
  - GMP09 – S&EP Leaflet 09/2015 Version 2.2 DE&S Contribution to Mitigating Risks to Life (RtL);
  - GMP10 – S&EP Leaflet 11/2017 Acquisition Delegations in DE&S.
  
5. Remaining GMPs will be renumbered as follows:
  - GMP05 Contracting for Safety to become GMP01;
  - GMP06 Communication to become GMP02;
  - GMP07 Training and Awareness to become GMP03;
  - GMP08 Document and Record Control to become GMP04.
  
6. Users should note that all content within all SEP Leaflets remains extant. The introduction of GMP-00 provides a more user-friendly approach to presenting the information, which also removes duplication with previous GMPs.

**Actions to be taken**

7. For cascading as appropriate

*Released under the Authority of*

James Inge  
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