



**DE&S SAFETY AND ENVIRONMENTAL BULLETIN (SEB)**

Serial Number: SEB 044

*Keeping our Safety and Environmental Practitioners informed*

|                              |   |
|------------------------------|---|
| <b>Title:</b>                | <b>Update of S&amp;EP Leaflet 12/2017 - DE&amp;S Requirements for the Management of Equipment Safety and Environmental Issues and Incidents from Version 2.0 to Version 3.0</b> |
| <b>When it takes effect:</b> | Immediately   |
| <b>Valid for:</b>            | Until rescinded   |
| <b>Point of contact:</b>     | D ES EngSfty-QSEP SEP-Pol ATL<br><a href="mailto:DESEngSfty-QSEPSEP-Policy@mod.gov.uk">DESEngSfty-QSEPSEP-Policy@mod.gov.uk</a><br>Spruce 2c, MOD Abbey Wood #1260              |

**Description**

This SEB announces the update of S&EP Leaflet 12/2017 - DE&S Requirements for the Management of Equipment Safety and Environmental Issues and Incidents from Version 2.0 to **Version 3.0**.

**Background**

A review has been completed of S&EP Leaflet 12/2017 - 'DE&S Requirements for the Management of Equipment Safety and Environmental Issues and Incidents' to address findings from the Defence Internal Audit (DIA). The audit was conducted on DE&S to provide assurance over the Operating Centres (OCs) and Delivery Team (DTs) administrative and oversight procedures embedded and designed to identify, investigate, follow-up, and report upon incidents. Changes to the leaflet include:

- Update of wording throughout the leaflet to better articulate the incident reporting requirements.
- Enclosure 1 Review Process flowcharts reworked as swim lane diagrams to improve clarity and accountability between OCs and DTs during the reporting process.
- Incident Reporting template reworked to align with Enclosure 1 Review swim lane diagrams.

**Actions to be taken**

1. [For cascading as appropriate]

OFFICIAL

*Released under the Authority of*

**Paul Reason**  
**DES EngSfty QSEP SEP TL**

OFFICIAL