



Staff operations on ranges

To provide an effective safe place, the control measures defined in the risk assessment, must be rigorously applied. At the start of the Vanguard contract, there were only limited staff instructions; in addition, corporate Health and Safety required concise instructions for staff. We have developed and produced specialist range instructions, known as the Landmarc Assignment Instructions.

Pre-contract, the orders for the range wardens were contained in the Range Standing Orders, because the MoD employed both staff and users; the orders were relatively brief. To meet the health and safety requirements of a commercial organisation, more detailed orders produced by the contractor were required.

The challenge

The challenge was to write instructions with a level of detail that was required by a dynamic commercial organisation and satisfy the employer (UK MoD) that the instructions met the requirements of the Site Risk Assessments.

The solution

The solution was to run a trial on one site that established a standard national format and put in place a sign off process that allowed the employer access to comment on the instructions. Once agreed, the orders were signed by the local commander and became an auditable document in both contract compliance audits and range safety inspections. The document is known as the Landmarc Assignment Instructions.

The benefits

Having a common format for our Assignment Instructions, assisted the training of wardens, and aided moving staff between sites when required, as the instructions would always be understood.

The common format also assisted the customer safety inspectors, as they knew what to expect and could make a uniform judgement on all Landmarc run sites. It provided the customer a standard assurance vehicle for the provision of Safe Place.