



NUCLEAR SAFETY DIRECTORATE - BUSINESS MANAGEMENT SYSTEM		
RESEARCH NUCLEAR SAFETY RESEARCH: HSE SCIENCE PROGRAMME		RES/007
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1. Purpose & Scope

- 1.1 This procedure describes the process for procuring research under HSE's Science Programme where the benefits to health and safety go beyond purely nuclear safety. The cost of such research is borne by HSE.
- 1.2 BMS procedure G/RES/008 describes the procedure for contracting nuclear safety research and support where HSE can recover the cost of the work from one or more nuclear licensees by a levy.

2. Arrangements

- 2.1 The Science Programme deals with occupational health and safety topics across the whole range of HSC/E's responsibilities. It is currently organised by HSE's strategic programmes and core activities, each with a Science Coordinator. NSD's activities are part of the major hazards strategic programme.
- 2.2 CoSASD (Corporate Science and Analytical Services Directorate) under the HSE Chief Scientist has the strategic direction of the programme. The main science programme is funded from grant-in-aid. The nuclear safety research programme has separate funding and organisation but it will be expected in future to present a common research strategy with the HSE science programme to the HSE Science Strategy Committee and to HSC. NSD 4A liaises with the Science Coordinator for the non-nuclear part of the major hazards programme.
- 2.3 HSC/E has produced a document annually (until 2003) entitled "Strategic Research Outlook" which sets out the present and predicted research requirements and also invites research ideas in response to identified broad issues affecting HSE. The document differentiates between non-nuclear and nuclear specific topics. This document provides a framework for developing the annual Science Programme. It is available freely on request both internally in HSE and for issue to potential research contractors.
- 2.4 The nuclear safety element of the science programme is implemented under the arrangements agreed with the nuclear licensees for managing the HSC Coordinated Programme of Nuclear Safety Research. The non-nuclear element is managed by HSE and NSD maintains an interest as some of the work is still applicable to the safe operation of plant and equipment installed in nuclear facilities. Both the major hazards science programme and other science programmes may be of interest to NSD.

- 2.5 If NSD proposes to undertake research where the potential benefits to health and safety go beyond purely nuclear safety then such research is a candidate for the non-nuclear Science Programme.

3. Responsibilities

3.1 The HSE's guidance "S&I Programme Guide to Procedures" explains how to procure research under the non-nuclear Science programme and is located on the Intranet S&I pages.

3.2 The guidance defines the following principal roles and responsibilities.

- The HSE Chief Scientist authorises research proposals for inclusion in the Science Programme.
- The HSE Science Coordinators are responsible for overall management of their part of the Science Programme including the approval of proposals.
- The NSD originator of the non-nuclear specific research proposal is the science customer and is responsible for:
 - discussing the proposal with colleagues;
 - the relevant HSE Community of Practice and relevant interest groups as deemed appropriate;
 - approaching the relevant Science Coordinator who will assign a Project Officer;
 - agreeing the acceptability of the research outputs.
- The Project Officer is responsible for:
 - advising the Science customer and Science Coordinator on all aspects of the planning stage of a project;
 - developing the proposal and project specification;
 - completing the necessary paper work required to initiate successful proposals;
 - monitoring progress and performance of the contractor.
- RPU is responsible for:
 - advising on the appropriate tender action, ie. single tender, competitive tender and/or use of HSL;
 - letting and supporting the PO in managing the contract.

3.3 NSD4a is responsible for advising NSD's personnel on implementation of the HSE S&I Programme Guide to Procedures.

- 3.4 NSD4a is responsible for encouraging NSD personnel to seek opportunities to cooperate and collaborate with the non-nuclear research element of the S&I Programme.

4. Definitions

- 4.1 RPU - Research Purchasing Unit
- 4.2 NSD - Science Customer – NSD Originator of proposal.
- 4.3 HSL - Health and Safety Laboratory

5. Procedure

- 5.1 See Flowchart

6. Associated documents

- 6.1 “HSC/E Science and Innovation Strategy 2001”
<http://www.hse.gov.uk/research/content/strat01.pdf>
- 6.2 “Strategic Research Outlook” – Annual Publication
<http://www.hse.gov.uk/research/>
- 6.3 “S&I Programme Guide to Procedures”
http://intranet/research/mainstream_st_proc/index.htm
- 6.4 G/RES/007 Levy programme development and finances
- 6.5 G/RES/008 Commissioning and managing research and support

HSE SCIENCE PROGRAMME PROCURING RESEARCH

