

## ANNEX 7

**TOPIC ASSESSOR'S ASSESSMENT COMPLETION REPORT**

COIN CASE NUMBER: abcdefg

Safety Case Title:

Case Note Title:

Author:

Date:

**1 Completion of a topic assessment of the above case**

The scope of the assessment was in accordance with the Assessment Brief and any agreed changes. Refer to any relevant case notes

The assessment was carried out in conformance with the Safety Case Handling and Assessment Manual and covered the following areas:

[Describe the topic area(s) assessed.  
Refer to any TAR used and indicate where it may be found.]

**2 Summary of matters raised**

[Provide a summary of matters raised and views on the adequacy of the duty holder's responses.

Record specific conclusions on each Level 1 Issue Note.

Document any satisfactory amendments to the case that have been received]

**3 Conclusions on the adequacy of the case in respect of the topic area assessed**

[State whether you consider that the case is adequate in respect of the topic area within your remit, using one of the options below:]

Based on the assessment completed as indicated in paragraph 1, we consider the case is adequate with regard to this topic area.

OR

Based on the assessment completed as indicated in paragraph 1, we consider the case is inadequate with regard to this topic area. The reasons are:

[Refer to outstanding Level 1 Issue Notes and say why they are unresolved.]

#### 4 Suggested post acceptance inspection topics

The following matters, which are specific to the Installation or to its Case, are recommended for inclusion in the Annual Inspection Plan:

[If there are no such items insert "NONE"]

The following matters, which have implications beyond this installation or its Case but are specific to this duty holder, are recommended for consideration during future inspection of this duty holder:

[If there are no such items insert "NONE"]

#### 5 Generic matters

The following matters may be relevant to installations owned by a number of Duty holders, and suitable for follow up by the responsible topic area (to whom this Case Note is being copied):

[If there are no such items insert "NONE"]

#### 6 Attachments and references

[Identify any attachments and references to the report, such as TARs]

#### 7 Status of COIN records

All COIN records generated during this topic assessment have been raised to the appropriate status and the service order line will be marked as completed.

Topic Team:			
Prepared by Topic Assessor:	Enter name for COIN version, sign paper copy	Date:	
Approved by Topic Assessment Manager (if not the same as Topic Assessor)	Enter name for COIN version, sign paper copy	Date:	