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| **Incident Scenario** | | | | | Clean Bay Enforced Shutdown | | | **Scenario Number** | | | | BCP-FLT-006 | |
| **Assessment Complete by** | | | | | Lian Weston & Jess Stonier | | | **Date of Assessment/ Review** | | | | 30/01/2025 | |
| **Review Periodicity** | | | | | 2 Years | | | **Next Review Date** | | | | 30/01/2027 | |
|  |  | | | | | | | | | | | | |
| **Likelihood** | | 3 | | **Consequence** | | 5 | **Risk Rating** | | 15 |  | 1-4 | | Low |
|  | |  | |  | |  |  | |  | 5-12 | | Medium |
|  | |  | |  | |  |  | |  | 15-20 | | High |
|  | |  | |  | |  |  | |  | >20 | | Very High |
|  |  | | | | | | | | | | | | |
| **Description of Incident**  **(What? Where? Who? How?)** | | | | | | | | | | | | | |
| An enforced shut down i.e by the regulator (EA) may result in significant business interruption resulting in closure of the Clean Bay and no ability to process rinse water from the Clean Bay. Impacts include missed delivery of Engines to VAIL customers and falling productivity. | | | | | | | | | | | | | |
| **Evaluation of Incident Impact** | | | | | | | | | | | | | |
| **Health & Safety:** | | | Regulatory breach resulting in enforcement action by HSE. | | | | | | | | | | |
| **Quality:** | | | N/A | | | | | | | | | | |
| **Environmental:** | | | Regulatory breach resulting in enforcement action by EA. | | | | | | | | | | |
| **Operational:** | | | Business interruption to Clean Bay. Shut down of cleaning lines. | | | | | | | | | | |
| **Security:** | | | N/A | | | | | | | | | | |
| **Information Systems:** | | | N/A | | | | | | | | | | |
| **Neighbours:** | | | N/A | | | | | | | | | | |
| **Customers on site:** | | | N/A | | | | | | | | | | |
| **Other:** | | | Employees, contractors and delivery drivers. Waste service providers. | | | | | | | | | | |
| **Containment Actions**  **(Initiate Emergency Response, Make area safe, Initiate Communications Plan)** | | | | | | | | | | | | | |
| Immediate actions (within 30 minutes of event)   * Isolate and shutdown process in accordance with any enforcement notice. **– Local Management** * Complete statutory reporting. Ref VAIL-EHS-048. - **Local Management** * Notify affected employees and leadership of shutdown. **– Local Management**   Follow up actions (Within 2 Hrs of Event)   * Establish BCP team to formulate a recovery plan & objectives. – **Management Interface** | | | | | | | | | | | | | |
| **Recovery Actions**  **Consider actions to coordinate recovery, budgeting requirements** | | | | | | | | | | | | | |
| If significant business interruption is likely – Meet with stakeholders i.e., Facilities, HR, EHS, Operations to determine recovery objectives and plan.  Consider Permit variation for use of B118 Clean Bay to process parts or outsourced service provider. | | | | | | | | | | | | | |
| **Resources and Contacts**  **Internal Contact, Insurance provides, contractors, suppliers, other stakeholders,** | | | | | | | | | | | | | |
| Environmental Agency Emergency Line Tel: 0800 807060. 2Tech Electro Mechanical Services: 07891656468.  Clear Water: 07931168091. CSG Emergency Spill: 0800 011 6600. Ref: VAIL-EHS-048. Sewage Undertaker (Southern Water): 0330 303 0368. On-site sewerage pump service (CSG): 0800 011 6600  VAIL-EHS-046 Spill Response Plan | | | | | | | | | | | | | |
| **Additional Actions Required** | | | | | | | | | | | | | |
| Desktop exercise on scenario recommended periodically due to risk ranking. | | | | | | | | | | | | | |

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| **Guidance** | | | | | | | | |
| Likelihood | Probability | | Criteria to Consider | | | | Value | |
| Very Low | Should virtually never occur in the whole fleet life | | The event could happen, but probably never will. May occur once in 10 years. The event has never occurred before. There will be obvious warning signs that the event is about to occur. | | | | 1 | |
| Low | Unlikely to occur when considering several systems of the same type but may be possible | | The event may occur in exceptional circumstances. May occur once in 5 to 10 years. The event has occurred in similar organisations. The event will be easily detected. | | | | 2 | |
| Possible | Unlikely to occur in a single system but may be possible when considering several | | The event might occur during normal operations. May occur once in 2 to 5 years. The event has occurred within VAIL before. It will be difficult to detect the event | | | | 3 | |
| High | May occur once during life of single system | | There is a strong possibility the event will occur. May occur at least once a year. There is a history of occurrences within VAIL. There will be little warning of the event. | | | | 4 | |
| Very High | Likely to occur many times during life of a system | | The event is expected to occur in most circumstances. May occur many times during the lift of a system. Will occur at least once a year. There is a history of regular occurrences within VAIL. The event has occurred with other operators. There will be no warning of the event. | | | | 5 | |
|  | | | | | | | |
| Impact | | | | | | | | | |
| Category | 1 (Insignificant) | 2 (Minor) | | 3 (Significant) | 4 (Major) | 5 (Catastrophic) | | | |
| **People** | Very minor injury - No treatment is needed, | Minor injury requiring first aid treatment required for employee, member of public or passenger. | | Major Injury requiring time away from work for employee, RIDDOR reportable or member of public or passenger. | Multiple serious injuries - requires hospitalisation, or RIDDOR, or single death. | Death of several people. | | | |
| **Assets** | Very Minor Damage - Damage is within limits or requires less than two hours to repair & return to service. | Minor damage repaired and back in service within 24 hours. | | Significant damage and 2 to 3 days out of service to repair. | Major damage and up to 14 days out of service to repair. | Total loss of aircraft, equipment or service lost for period >14 days. | | | |
| **Legal & Regulatory** | Could result in a Level 2/Minor non-compliance or non-conformance, where there is a single occurrence. | Could result in Level 2/Minor non-compliance or non-conformance, with the possibility of more than 1 occurrence, but is not systemic. | | Could result in a Level 1/Major non-compliance or non-conformance where there is an Air safety risk or the possibility of multiple systemic occurrences. | Could result in a Level 1/Major non-compliance or non-conformance requiring investigation by external agency, or temporary loss or suspension of approval. | Could result in Level 1/Major non-compliance or non-conformance leading to prosecution or termination of operation by external agency. | | | |
| **Financial Loss** | Financial impact up to £10000 | Financial losses may be in the region of £10000 to £100000 | | Financial loss £100,000-£500K | Financial loss £500K - £1m. | Financial Loss in excess of £1M. | | | |
| **Disruption to Service** | Consequences are low with no disruption to service. | May disrupt services for 1 day | | Service lost for period of 2-3 days | Service lost for period of up to 4 – 14 days. Disruption to multiple and diverse areas of the business. | Loss of key equipment or facility >14 days. Total loss of capability. | | | |
| **Environment** | Contained within company | Pollution easily and quickly dispersed | | Reportable to authorities, short term damage to locality | Reportable to authorities, long term damage to locality | Long term extensive damage to locality and further surroundings | | | |
| **Reputation** | No media attention. | No media headline exposure, clear fault, settled quickly, contained within company. | | Media headline exposure for 1 day, negative customer, local press or public perception | Media headline exposure for 1 week, Potential loss of work. | Repeated media headline exposure, loss of work, threat of boycott or political scrutiny. | | | |
| **Effect on Aircrew** | No effect on aircrew workload. | Requires a level of intervention from aircrew but can be corrected during flight. | | Requires periodic intervention or monitoring by aircrew during flight. | Requires constant intervention or monitoring by aircrew during flight | Situation becomes the primary focus for aircrew during flight. | | | |
| **Processes** | Risk causes minor errors in processes with no impact to products or services. | Risk causes minor errors in processes with potential for non-conformity | | Risk causes minor errors in processes with potential for quality escape | Risk causes major errors in processes with safety implications | Risk causes complete breakdown in process resulting in product recall | | | |
| **Systems** | Little or no effect on system or sub-system. | System deficiencies having some effect on achievement of mission/business objectives | | Partial breakdown of system or sub-system. | Significant breakdown of a system or sub-system. | Complete loss or breakdown of entire system or sub-systems. | | | |
| **Airworthiness and Safety** | Affecting aircraft reliability, but not affecting airworthiness or safety of operation. | Stopping aircraft from operating after mistakenly releasing to service. | | Operating an aircraft in an uncertain, but ultimately safe, condition. | Operating an aircraft in an un-airworthy but not in an unsafe condition. | Operating an aircraft in an un-airworthy and unsafe condition. | | | |

