LMAS 04.10

TERMS, DEFINITIONS AND ABBREVIATIONS

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Note:
This document is current at the date shown on this page. The Local Mine Action Standards (LMAS) are subject to regular revision, so users should ensure that they are using the latest version of each document in the standards. The most recent versions of LMAS are available with SMACO office of Rabouni.

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Foreword

This standard provides definitions and abbreviations for some of the terms used in the LMAS. Many of these terms have wider definitions in general use. The definitions given are those of direct relevance in mine action.

Some of the definitions detailed is this standard and additional definitions are included in other parts of LMAS.

Existing definitions may be changed and new definitions may be added to this standard. When adherence to the LMAS are made a part of a contract or agreement, the parties should ensure that they understand the terms properly and use the latest edition of the LMAS as a reference.

Note: Readers finding ambiguity that leads to confusion should report this fact to LMAA who will review the definition and make any changes necessary.

1. Introduction

The majority of terms, definitions and abbreviations detailed in the LMAS are in accordance with IMAS, however some may have been amended and / or created in circumstances where IMAS does not detail similar terms, definitions and abbreviations.

2. Terms, Definitions and abbreviations

2.1 Abandoned Explosive Ordnance (AXO)

This is explosive ordnance that has not been used, has been left or abandoned, and that is no longer under control of those who abandoned it. Abandoned explosive ordnance may or may not have been fuzed, armed or otherwise prepared for use.

2.2 Access lane

This is a marked passage that has been cleared to provide safe movement through a suspected hazardous area.

2.3 Accident

This is an undesired event which results in harm. See also 'Demining Accident'.

2.4 Incident

An event that gives rise to an accident or has the potential to lead to an accident. See also 'Demining Incident'.

2.5 Accident response plan

This is a plan written for each demining workplace that describes the procedures to use when moving victim(s) of a demining accident to an appropriate medical care facility.

2.6 Accreditation (Operational Accreditation)

This is the procedure by which a demining organisation is formally recognised by LMAA as competent and able to plan, manage and conduct mine action operations safely, effectively and efficiently.

Note: In ISO 9000, an '**Accreditation' body** accredits the 'Certification or Registration' bodies that award ISO 9000 certificates to organisations. The use in LMAA is completely different to this, and is based on the main definition above, which is well understood in the mine action community.

2.7 Agreement

For legal purposes the definition of "agreement" is "an alternative term for a contract". An agreement includes all the crucial elements of a contract.

2.8 Anti-handling device

A device which is designed to be activated when an attempt is made to move, disarm or otherwise intentionally disturb a munition.

2.9 Anti-personnel mines

A mine designed to be exploded by the presence, proximity or contact of a person, and that is designed to injure or kill one or more people.

2.10 Area reduction

The process through which the original suspected hazardous area is reduced to a smaller area. Area reduction may be done before, during and/or after clearance. It may involve the use of confidence building procedures such as the use of a demining machine. The area reduced must never be recorded as “cleared”. Generally, it should be recorded as having “no known risk”.

2.11 Battle area

This refers to an area in which ERW including UXO and AXO have been found. This may include former defensive positions and/or sites where air delivered or artillery munitions have been left, fired or dropped.

2.12 Battle Area Clearance

The systematic and controlled clearance of hazardous areas where the hazards are known not to include mines.

In Western Sahara, based on a pertinent risk assessment and on authorisation from the LMAS, battle area clearance sub-surface procedures may be conducted in anti-tank mine areas, where it is confirmed that there are no anti-personnel mines. This shall be considered as mine clearance using approved BAC procedures

For the purpose of the LMAS, the abbreviation **BAC** shall be used to describe surface clearance and **BAC** sub-surface clearance.

2.13 Benchmark

The term refers to fixed point of reference used to locate a suspected hazardous area and from which measurements for maps are taken to allow the accurate recording of the area worked.

2.14 Booby trap

This is a device designed to be placed to cause casualties when an apparently harmless object is disturbed, or when a normally safe act is performed.

2.15 Boundary lane

This refers to a path or lane around the perimeter of a suspected hazardous area. The side of the lane facing the suspected hazardous area must be marked with hazardous area marking.

2.16 Briefing area

This is a worksite control point intended to be the first point of entry to a demining worksite. The briefing area should have a map of the suspected hazardous area at a scale large enough for briefing purposes, showing the location of worksite features.

2.17 Burning site

This is an area prepared for the destruction of mines and ERW by burning.

2.18 Cancelled area

This is an area previously recorded as a suspected hazardous area which is reclassified as having “no known risk” without the ground having been subjected to any demining procedures. This change in status will be the result of more accurate and reliable information, and must be authorised by LMAA. A record of all cancelled areas must be kept and should include a detailed explanation of the reasons for the change in status. Cancellation is normally the result of a nontechnical survey.

2.19 Cluster Strike area

See **cluster munition contaminated area**.

2.20 Clearance

Clearance is the act of removing all mines and ERW from a recorded area to a specified depth.

2.21 Cleared area, cleared land

This refers to an area that has been systematically processed by a demining organisation to ensure the removal of all mine and ERW hazards to a specified depth. Cleared areas may include land cleared during the technical survey process, including boundary lanes and cleared lanes.

2.22 Cleared lane, safety lane

This is the term for any lane, other than a boundary lane, cleared by a survey or clearance team to the local standard for cleared land.

2.23 Cluster munition contaminated area

An area known, or suspected, to contain cluster munition remnants. (Convention on Cluster Munitions)

2.24 Community liaison

This refers to liaison between a mine action organisation and the affected communities to exchange information on the presence and impact of mines and ERW. Community liaison is based on an exchange of information and should involve communities in the decision making processes.

To reduce the impact of mines and ERW, community liaison should work with communities to develop safety strategies that promote appropriate behavioural change.

2.25 Contractor

This is any organisation contracted to undertake a mine action activity. The organisation responsible for the conduct of the overall contract is referred to as the “prime contractor”. Other organisations that the prime contractor engages to undertake components of the larger contract are referred to as “sub-contractors”. Sub-contractors are responsible to the prime contractor.

2.26 Control area or control point

This refers to all points or areas used to control the movements of visitors and staff on a demining worksite.

2.27 Critical non-conformity

The failure of a mine action organisation to conduct its work in compliance with the LMAA may be a critical non-conformity. Generally, the finding of any explosive hazard in an area that the mine action organisation has declared clear will be a critical non-conformity.

2.28 Deminer

This is a person qualified and employed to undertake demining procedures at a demining worksite.

2.29 Demining, humanitarian demining

In LMAA, the terms “demining” and “humanitarian demining” are interchangeable. They refer to the varied procedures that result in the removal of mine and ERW hazards. Demining may be carried out by NGOs, commercial companies, national mine action teams or civil defence and military units. Humanitarian demining has these defining features:

- it is conducted for humanitarian reasons, not for military reasons;
- it is conducted with the safety of civilians as the primary aim;
- it is conducted with the safety of deminers as the secondary aim; and
- other aims, such as profit making, must always be less important than those above.

2.30 Demining Accident

An accident at a demining workplace involving a mine or ERW hazard. See also ‘Accident’

2.31 Demining Incident

An incident at a demining workplace involving a mine or ERW hazard. See also ‘Incident’.

2.32 Demining organisation

This refers to any organisation (government, NGO, military or commercial) that is responsible for implementing demining projects or tasks. A demining organisation is also a mine action organisation but not all mine action organisations are demining organisations. See *Mine action organisation*.

2.33 Demining worksite

This is used to describe any workplace where demining activities are undertaken. These include sites where survey, technical survey, clearance or demolition tasks are conducted.

2.34 Destroy (destruction) in situ

This refers to the explosive destruction of any explosive ordnance without moving the device from where it was found. Destruction may be achieved by placing an explosive charge alongside the device and detonating it, or by burning using specialist equipment.

2.35 Destruction

Destruction is the process of changing mines and ERW into a state whereby they can no longer function as designed and no longer present *any* explosive or other hazard.

2.36 Device(s), explosives device(s)

The term “devices” is used to refer to both mines and munitions/ERW without discriminating between them.

2.37 Disarm

This refers to the act of making a mine or ERW safe by removing the fuse or igniter. The procedure normally removes one or more links from the firing chain.

2.38 Disposal site

This refers to an area authorised for the destruction of mines and/or ERW by detonation.

2.39 Environmental impact

This refers to any change to the environment resulting from the procedures conducted by a demining organisation at a workplace. [Based on ISO 14001:2004 (E)]

2.40 Environmental Impact Assessment

The term refers to the process of identifying, predicting, evaluating and mitigating the biophysical, social, and other relevant environmental effects of mine action activity before that activity is conducted.

2.41 Explosive materials

These are components or ancillary items used by demining organisations which contain some explosives, or behave in an explosive manner, such as detonators and primers.

2.42 Explosive ordnance

This refers to all mines and ERW containing explosives.

2.43 Explosive Ordnance Disposal (EOD)

This refers to the identification, evaluation, render safe, recovery and destruction of explosive ordnance.

2.44 Explosive Remnants of War (ERW)

This refers to all Unexploded Ordnance (UXO) and Abandoned Explosive Ordnance (AXO) or hazardous parts thereof, except mines. (This definition is in compliance with international use.)

2.45 Fade Out (or Buffer Zone)

Fade out is a term generally used in battle area clearance operations and in particular, the clearance of cluster bomblets (sub-munitions), to describe an agreed distance cleared to confirm that no further pertinent direct evidence exists. During the clearance of cluster bomblets fade out shall be achieved when the cluster strike footprint has been identified and cleared to the required depth.

For additional details on fade out (and buffer zone) see LMAS 10.20 Demining Worksite Safety

2.46 Fuse

This refers to a mechanism or device which initiates an explosive train.

2.47 Fuze

This refers to a material that burns away to provide a delay before an explosive train is initiated.

2.48 GIS

This refers to a Geographical (or Geospatial) Information System. It is an organised collection of computer hardware, software, geographic data, and staff. The system is designed to gather, store, update, manipulate, analyse, and display forms of geographically referenced information.

2.49 Ground preparation

This is the preparing of ground in a suspected hazardous area by mechanical means. This may be by reducing or removing obstacles, cutting vegetation, breaking up the ground surface, or other operations intended to make demining more efficient. Ground preparation may or may not involve the detonation or destruction of mines, but can never constitute clearance.

2.50 Handover
This is the process by which the beneficiary (for example, the local community or land user) accepts responsibility for an area after the required demining work is completed.

2.51 Handover certificate
This refers to the documentation that is used to record the handover of released land.

2.52 Hazard
This refers to any potential source of harm. [ISO Guide 51:1999(E).]

2.53 Humanitarian demining
See demining. (In LMAA standards and guides, the terms demining and humanitarian demining are interchangeable.)

2.54 Impact
This refers to the level of social and economic suffering experienced by the community as a result of the presence of suspected hazardous area(s).

2.55 Impact survey
This is an assessment of the socio-economic impact caused by the actual or perceived presence of mines and ERW. The results can be useful when planning and prioritising mine action projects.

2.56 Implementation Plan (IP)
For all Mine Action operations, the LMAS shall issue a Task Order (TO), requesting the Mine Action Organisation to conduct a particular Mine Action task(s). In accordance with the TO, the Mine Action Organisation shall write an Implementation Plan (IP) to facilitate a safe, efficient and effective response.

For additional details on Implementation Plan (IP) see LMAS 10.20 Demining Worksite Safety.

2.57 IMSMA (Information Management System for Mine Action)
Globally, this is the most commonly used system for the management of mine action data. Its use will be explored in Western Sahara.

2.58 Inert
The term is used for a device that contains no explosive, pyrotechnic, radioactive, chemical, biological or other harmful components or substances.

2.59 Insurance
Demining insurance must include appropriate medical, death and disability cover for all staff and should include third party liability coverage. Insurance need not be arranged through an insurance broker or company unless this is a contractual requirement. Self insurance (underwriting) schemes that are formally constituted and provide adequate cover may be an acceptable alternative. Details must be submitted to LMAA for approval.

2.60 Intermediate point
This refers to a survey marker used between turning points that are more than 50m apart.

2.61 International Mine Action Standards (IMAS)

These are standards that have been developed on behalf of the international mine action community. They aim to improve safety and efficiency in mine action by providing guidance, by establishing principles and, in some cases, by defining requirements. The LMAA are based on the principles of the IMAS.

2.62 Land release, releasing land

In the context of mine action, the term describes the process of applying all reasonable effort to identify, define, and remove all presence and suspicion of mines/ERW through non-technical survey, technical survey and/or clearance.

In Western Sahara, land release refers to the final release of land to the community or client after all reasonable measures have been taken to ensure that the land presents no risk. Any risk remaining must be acceptable to the end-user or client. Not all land that is released must be cleared, but all land formally released must present “no known risk”.

2.63 Marking

This refers to the emplacement of a way (or combination of ways) to show the position of a hazard or the boundary of a suspected hazardous area. Marking may include the use of signs, paint marks etc., or the erection of fencing.

2.64 Mechanical demining

This term refers to the use of machines in demining operations and may involve a single machine employing one mechanical tool, a single machine employing a variety of tools or a number of machines employing a variety of tools.

Demining machines must undergo test and evaluation for use in demining operations in Western Sahara, and in ground processed by demining machines should require follow-up using manual or MDD procedures before being considered as “cleared”.

2.65 Medical support staff

These are employees of demining organisations designated, trained and equipped to provide first aid and further medical treatment of demining employees injured as a result of an accident.

2.66 Memorandum of Understanding (MOU)

This is a document used to facilitate a situation or operation when it is not the intention to create formal rights and obligations in international law but to express commitments of importance in a way that is not legally binding.

2.67 Mine action

This refers to the range of activities which aim to reduce the social, economic and environmental impact of mines and ERW.

2.68 Mine action organisation

This is used to describe any organisation that works in mine action, including those involved in management, mine risk education and victim assistance.

2.69 Mine Detection Dog(s) (MDD)

This refers to dogs that have been trained to detect mines, ERW and other explosive devices.

2.70 Mine Risk Education or Mine/ERW Risk Education (MRE)
This refers to activities which seek to reduce the risk of injury from mines/ERW by raising awareness and promoting behavioural change. MRE activity includes public information dissemination, education and training, and community mine action liaison.

2.71 Mine sign
This is a sign which, when placed as part of a marking system, is designed to provide warning to the public of the presence of mines, cluster munition and ERW. The preferred LMAA designs should be used in Western Sahara.

2.72 Munition
This refers to a complete device charged with explosives, propellants, pyrotechnics, initiating composition, or nuclear, biological or chemical material for use in military operations, including demolitions.

2.73 Neutralise
This refers to the act of replacing safety features such as pins, clips or caps in or on an explosive item to prevent the fuse or igniter from working. This does not make an item completely safe because removal of the safety device can make the device active again.

2.74 No Known Risk
When all reasonable measures have been taken to give full confidence that an area does not contain mine or ERW hazards, but the area has not been “cleared”, that area can be defined as having “No Known Risk”.

2.75 Non-technical Survey (NTS)
The collection and analysis of data, without the use of technical interventions, about the presence, type, distribution and surrounding environment of mine/ERW contamination, in order to define better where mine/ERW contamination is present, and where it is not, and to support land release prioritisation and decision-making processes through the provision of evidence.

2.76 Operator
This is a person qualified and employed to undertake BAC procedures at a BAC worksite.

2.77 Permanent marking system
This refers to a marking system designed to last for an indefinite period. These systems usually require maintenance, unlike temporary marking system).

2.78 Personal Protective Equipment (PPE)
This is all equipment and clothing designed to provide protection, which is intended to be worn or held by personnel at work and which protects him/her against explosive hazards associated with demining operations.

2.79 Post clearance inspection
The term refers to the process of measuring, examining, testing or otherwise comparing a sample of cleared land against the clearance requirements.

2.80 Principal

When contracting, this is the entity that contracts another entity to undertake the required mine action activity. The principal may be LMAA, a donor, an organisation acting on behalf of LMAA, a commercial organisation or any entity that engages a mine action organisation to conduct mine action activities.

2.81 Quality Assurance (QA)

This is a part of quality management designed to provide confidence that quality requirements will be fulfilled. [Based on ISO 9000:2000.] The purpose of QA in humanitarian demining is to confirm that management practices and operational procedures for demining are appropriate, are being applied, and will achieve the stated requirement in a safe and effective manner. Internal QA will be conducted by demining organisations themselves, but external inspections authorised and/or conducted by LMAA should also be conducted.

2.82 Quality Control (QC)

This is a part of Quality Management designed to ensure that quality requirements have been fulfilled [based on ISO 9000:2000.] QC relates to the inspection of a finished product. In the case of humanitarian demining, the “product” is land processed in the required manner to make it suitable for release. Not all processed land will have been cleared. Land that has not been cleared must have been processed in a way that gives full confidence that there is no reason to believe it presents any risk.

2.83 Quality Management

Quality Management involves coordinated activities designed to direct and control an organisation to ensure that quality is maintained. [Based on ISO 9000:2000.]

2.84 Reference point, landmark

This refers to a fixed point of reference some distance outside the suspected hazardous area. It should be an easily recognised feature which can be used to help locate a benchmark.

2.85 Render Safe Procedure (RSP)

This refers to the application of methods and tools that allow the interruption of functions or separation of essential components in a device, so preventing initiation. A device that has been rendered safe need not be Free From Explosive, but should not include a means of initiating any explosive that May be present.

2.86 Residual risk

The term refers to the risk remaining following the application of all reasonable effort to remove or destroy all mine and ERW hazards from a specified area to a specified depth [modified from ISO Guide 51:1999.] In demining, cleared land must be free of all mines and ERW to a specified depth. The acceptable residual risk is the possibility that devices may remain at a depth greater than that cleared.

2.87 Risk

This is the combination of the probability of harm occurring and the severity of that harm if it does occur [ISO Guide 51:1999(E)]. In demining, the risk may be to the end-user of the land (because a device was missed) or to the deminer (because an inappropriate procedure or tool was used).

2.88 Risk assessment

This is the systematic use of all available information to identify hazards and to estimate the risk of using proposed demining procedures [based on ISO Guide 51:1999(E)].

2.89 Safety

This refers to the reduction of risk to a tolerable level [ISO Guide 51:1999(E)].

2.90 Secondary injury

In an explosive accident, injuries to persons other that the individual who initiated the device are called secondary injuries

2.91 Site (or Worksite)

For the purpose of LMAS, a 'Site' (or Worksite) is an approved location where Mine Action operations are proposed, active, suspended or completed. Depending on the stage of operations, the Site may include several Designated Areas.

2.92 Specified depth

The term refers to the depth to which a specified area must be cleared of all mine and ERW hazards, as determined by LMAA on behalf of the government of Western Sahara.

2.93 Standard (Standing) Operating Procedures (SOPs)

These are instructions which define a demining organisation's currently established procedures and tools for conducting a demining or mine action activity. They may also be called Standing Operating Procedures.

2.94 Sub-Surface Clearance

The term 'sub-surface clearance' is used in mine clearance and battle area clearance operations to describe the clearance of mines / ERW or other specified items situated below ground level.

2.95 Surface Clearance

The term 'surface clearance' is used in mine clearance and battle area clearance operations to describe the clearance of mines / ERW or other specified items situated above ground level. Items protruding from the ground / partially buried shall be considered as above ground level (surface).

2.96 Survey marker

This refers to a durable and long lasting marker used to assist in the safe management of land during demining operations.

2.97 Survivor

A 'Survivor' is a man, or a woman or a child who has suffered harm as a result of a mine, ERW or cluster munition accident.

2.98 Suspected Hazardous Area (SHA)

This is a general term for any area not being used because it is believed to be contaminated by mines and/or ERW. A SHA is normally identified during a non-technical survey based on indirect evidence of mines or ERW.

2.99 Task

For the purpose of LMAS, a Task is approval by the LMAA for Mine Action Organisations to undertake specific Mine Action activities in accordance to an agreed Implementation Plan. Prior to the commencement of demining operations, i.e. technical survey, mine clearance or battle area clearance, a unique Task number (normally generated in the Information Management System for Mine Action - IMSMA) shall be allocated by the LMAA. A Task Dossier is issued to the Mine Action Organisation by the LMAA and may contain several Tasks.

2.100 Task identification number (ID)

This is a unique number assigned by LMAA that is used to designate a suspected hazardous area.

2.101 Technical Survey (TS)

This refers to The collection and analysis of data, using appropriate technical interventions, about the presence, type, distribution and surrounding environment of mine/ERW contamination, in order to define better where mine/ERW contamination is present and where it is not, and to support land release prioritisation and decision making processes through the provision of evidence**.**

2.102 Temporary marking system

This refers to a marking system that is designed for a limited period of use.

2.103 Tolerable risk, acceptable risk

This refers to the level of risk which is accepted in a given context based on current values of society [ISO Guide 51:1999(E)]. In Western Sahara, the tolerable risk in an area declared "clear" is the possibility that mines and ERW may remain at a depth greater than that cleared. The tolerable risk during demining is a level of injurious accidents equal to, or less than, the international norm for demining accidents.

2.104 Turning point

This refers to a fixed point on the ground which indicates a change in direction of the perimeter of the suspected hazardous area. It must be clearly marked and recorded. Buried metal objects should be used to mark all turning points for permanent future reference.

2.105 Unexploded Ordnance (UXO)

This is explosive ordnance that has been prepared for use. It may have been fired, dropped, launched or projected, but has not exploded.

2.106 Victim

Persons either individually or collectively who have suffered physical, emotional and psychological injury, economic loss or substantial impairment of their fundamental rights through acts or omissions related to the use of mines or the presence of ERW. Victims include directly impacted individuals, their families, and communities affected by landmines and ERW.

In the context of Victim Assistance, the term Victim may include dependants or other persons in the immediate environment of a mine/ERW casualty, hence having a broader meaning than survivor.

2.107 Victim assistance, survivor assistance

This refers to all support provided to victims, survivors and their families provided to reduce the immediate and long-term medical and psychological implications of their trauma.

2.108 Visitor

For the purposes of LMAA, a visitor is a person who is not a member of the demining organisation and not a demining worker authorised by LMAA to be present.

2.109 Workplace

This refers to all places where employees need to be or to go by reason of their work and which are under the direct or indirect control of the employer [ILO R164].

3. General References

3.1 International Mine Action Standards (IMAS), in particular, 04.10 Glossary of Mine Action Terms, Definitions and Abbreviations.