



NMAS 04.10

Glossary of Mine Action Terms, Definitions, & Abbreviations used in the Second Edition of the NMAS

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Edition 2.1

Lebanon Mine Action Center-LMAC

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Warning

This document has been released on the date shown on the cover page. The National Mine Action Standards (NMAS) of Lebanon are subject to regular review and update, so users are advised to consult the most recent version. To ensure that you have access to the current version, contact the Lebanon Mine Action Center (LMAC) through the www.lebmac.org website or by sending an email to info@lebmac.org.

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Foreword

The National Mine Action Standards (NMAS) of Lebanon were first developed in the form of Technical Standards and Guidelines (TSG). These TSG were edited into the first edition of the NMAS in 2010 and were written to comply with the first edition of the International Mine Action Standards (IMAS). Since then, the scope of the IMAS has been expanded to include more components of mine action and amended to mirror the most recent changes to standards as required in today's operations. These changes, as well as changes in the local context of Lebanon, have necessitated a review and update of the NMAS.

As detailed in the National Mine Action Policy of 2007, the Lebanon Mine Action Center (LMAC) has the responsibility to execute and coordinate the Lebanon Mine Action Program (LMAP) on behalf of the Lebanon Mine Action Authority (LMAA), including the development and amendment of standards. Such standards shall be developed in a participatory approach that shall involve international, governmental, and nongovernmental organizations.

The NMAS shall be reviewed as needed to reflect amendments in the IMAS as well as incorporate changes to international obligations and local requirements. Such revisions shall be made available on the LMAC's website www.lebmac.org or can be obtained through contacting the LMAC via the email info@lebmac.org.

Glossary of mine action terms, definitions, and abbreviations

1. Scope

This Glossary provides a summary of the terms, definitions and abbreviations used in the Lebanon National Mine Action Standards (NMAS).

2. References

To promote consistency, this Glossary adopts many definitions outlined in the IMAS 04.10.

3. Terms, definitions, and abbreviations

[A]

- *Abandoned Explosive Ordnance (AXO)*: explosive ordnance that has been abandoned by combatants without being used. Often the ordnance has not been fused or assembled. AXO may be found in large numbers in abandoned munition stores that may have been concealed.
- *Accreditation*: the procedure implemented by the LMAC and by which a HMA organization or a military team becomes formally recognized as competent and able to plan, manage, and implement HMA activities safely, effectively, and efficiently.
- *Accrediting body*: the body responsible for the management and implementation of the national accreditation system. In Lebanon, this responsibility is held by the LMAC's Quality Assurance (QA)/Quality Control (QC) section.
- *All reasonable effort*: describes the minimum acceptable level of effort that is necessary to identify and record hazardous areas or to search for and remove all ERW/EO (explosive hazards) from hazardous areas. LMAC will determine the level of effort that is reasonable at any task. In the event of disagreement, the final arbiters of what is 'all reasonable effort' shall be the Government and Courts of Justice in Lebanon.
- *Amputation*: surgical removal of all, or part, of a limb or extremity. An amputation that occurs in the accident is called a *Traumatic Amputation*.
- *Applied research*: research conducted into a specific technology with the aim of solving a precise and clearly defined problem.
- *Area Clearance*: the acts or actions involved in searching an area of land using tools and procedures that ensures that any EO hazards within a specified depth beneath the

ground surface are located and removed/destroyed. Often referred to as simply 'clearance' or 'search and clearance'.

- *Assistive devices*: refers to devices designed to aid the mobility of persons suffering from malfunctioning or missing limbs, and may include prosthetics and orthotics (e.g. wheelchairs, crutches).

[B]

- *BAC team*: a team of professionals approved and accredited to conduct BAC operations.
- *Base Station*: a fixed location at which central wired and wireless communications networks are located to facilitate communications for the purpose of HMA, especially demining activities. Also referred to as the *Communications Room*.
- *Battle Area Clearance (BAC)*: the planned and systematic search, detection, identification, field evaluation, and final disposal of explosive hazards contaminating an area where the explosive hazards do not include mines.
- *Benchmark*: a fixed point of reference used to locate a marked and recorded hazard or hazardous area. Benchmarks are normally located a short distance outside the hazardous area. A benchmark may not be necessary if the reference point is sufficiently close to the perimeter of the hazardous area. A benchmark will also be used as a reference to a cleared area; this benchmark may be a natural or manmade feature which is unlikely to be moved.
- *Booby-trap*: booby-traps are defined as factory-made, victim-initiated devices that are not triggered remotely by command detonation. Booby-traps are intended to target anyone who disturbs them. They are manufactured in volume production and sold to armed forces as part of their arsenal. Booby trap devices may be used as part of Improvised Explosive Devices (IEDs). Because both IEDs and Booby-traps may be used in a similar way, in these NMAS the definition of IEDs is deemed to include Booby-traps.
- *Box*: a rectangular area usually sized 10m x 10m, searched by mine detection dogs during their license training.
- *Brevity*: conveying complex information with few words over radio transmission.
- *Business Intelligence (BI)*: collective trends, patterns, and relationships processed from operational databases and other sources of information gathered from internal and external sources to give organizations the ability to make effective, important, and strategic decisions.

[C]

- *Call Sign*: a unique combination of letters or numbers used to identify someone or something during radio communications.

- *Cancelled Area*: an area previously recorded as a hazardous area which, as a result of actions other than TS or area Clearance, is found not to be contaminated with explosive hazards. This change in status will be the result of more accurate and reliable information and can only be authorized by the LMAC. The documentation of all cancelled areas shall be retained together with a detailed explanation of the reasons for their change in status.
- *CASEVAC*: an abbreviation of casualty evacuation, generally used in terms of evacuating staff who have suffered an injury during work. The term MEDEVAC (medical evacuation) may be preferred because not all medical emergencies are accident casualties.
- *Cellular phone*: a wireless telephone that allows the transmission and reception of verbal or written messages over the cellular radio network covering a wide area.
- *Certificate of Attendance*: an official document recording that a named person or persons has attended a training event or workshop.
- *Certificate of competence*: an official document recording that a named person or persons has passed a test or other assessment designed to determine whether the individual has reached a specified standard of knowledge or competency in skill-sets and/or knowledge in one or more subject areas that are recorded on the certificate.
- *Clearance*: See the entry for 'Area clearance'.
- *Clearance plan*: a plan detailing the search & clearance procedures and assets that will be used in an area. A clearance plan is required for each clearance site and is used to facilitate an effective response to the EO contamination present. A clearance plan should be revised when additional relevant information is gained during search and clearance activities.
- *Cleared land*: adopting the definition in IMAS 09.10, land shall be accepted as 'cleared' after systematic search and clearance actions have ensured the removal and/or destruction of all mine and EO hazards from the specified area to the specified depth.
- *Cluster munitions*: see *sub-munitions*.
- *Cluster munition strike area*: the area on the ground over which a single cluster munition spreads its payload of sub-munitions.
- *Co-located sites*: adjacent demining worksites, which are separated by less than a five-minute walking distance and that are covered by the same medical team and ambulance services.
- *Competencies*: abilities encompassing knowledge, skills and experience that, taken together, can define an individual's ability to accomplish a task.
- *Confidence*: the state of being sure that the required level of search and clearance has

been achieved after ensuring that all reasonable effort has been exerted.

- *Confirmed Hazardous Area (CHA)*: an area where the presence of a contamination hazard has been confirmed based on direct evidence, such as an accident or incident or the reliable sighting of visible indications of EO hazards.
- *Critical non-conformity*: the location of an explosive hazard during a QC sampling of any area declared by the IA to be 'clear' of hazards: also, the failure of the IA to work in the accredited manner or to correct discrepancies as required by the LMAC.

[D]

- *Danger area*: the area between the outer edges of the hazardous area, to the outer edges of the fragmentation hazard radius of the likely mine/ERW contamination in the worksite. The extent of the danger area should initially be measured from the known outer edges of the hazardous area, but may be moved as demining progresses and the actual locations of mines/ERW is discovered.
- *Dangerous areas, (hazardous areas)*: all areas within Lebanon that are known to contain an EO hazard are marked and recorded as Dangerous Areas (DAs) in the Information Management System for Mine Action (IMSMA) that is used by the LMAC. DAs are frequently referred to as 'hazardous areas'.
- *Data*: raw, unprocessed facts and figures.
- *Deflagration*: the conversion of explosives into gaseous products by chemical reactions, at or near the surface of the explosive: burning through heat transfer rather than shock wave transfer as in a detonation.
- *Deminer/Searcher*: a person responsible for conducting demining operations as directed by the relevant Demining Organization. The word "deminer" is used interchangeably with "searcher". The tasks of a deminer primarily focus on searching for and detecting hazards in accordance with the NMAS and the demining organization's LMAC approved Standard Operating Procedures (SOPs).
- *Demining accident*: any accident involving an explosive hazard that occurs at a demining worksite or involves demining staff during working hours. Any non-explosive related accident that causes injury requiring surgical treatment that occurs during demining activities. Also, any injurious accident involving an explosive hazard that occurs at a former SHA/CHA that has been 'released'.
- *Demining accident response plan*: a plan that outlines the response to be adopted in case of a demining accident, including the procedures to be applied for casualty evacuation to an appropriate medical care facility.
- *Demining incident*: an incident involving an explosive hazard that occurs at a demining worksite or to demining staff during working hours that does not result in injury. Also,

any non injurious incident involving an explosive hazard that occurs at a former SHA/CHA that has been 'released'.

- *Demining organization*: an organization, national or international, accredited by the LMAC to conduct humanitarian demining activities in Lebanon. Demining organizations may also be referred to as *Employers* or *Implementing Agencies (IAs)*.
- *Demining team*: a team of professionals approved and accredited to conduct one or more demining activities, such as technical survey, non-technical survey, area clearance operations, BAC and EOD spot tasks.
- *Demining worksite*: any workplace where demining activities are undertaken.
- *Demolition (of EO)*: the process of converting EO or explosive material into a state that no longer presents an explosive hazard.
- *Demolition ancillaries*: ancillary items used by IAs during demolitions such as wires and exploders and parts which may be hazardous, such as detonators and primers.
- *Demolition consumables*: all items used in EO demolitions including high explosive, detonators or blasting caps, detonating cord, safety fuse, flares, disrupters, chemical deflagration systems and any other consumables used in an EO demolition system that is approved for use by the LMAC.
- *Demolition Site*: an area authorized for the destruction of ammunition and explosives by any approved means. Also known as a *Demolition Ground* or a *Central Demolition Site (CDS)*.
- *Detonator*: a device containing sensitive explosives designed to produce a shock wave of sufficient force to start a detonation reaction in high explosives.

[E]

- *Economic Reintegration*: activities aimed at supporting victims to economically reintegrate into society by achieving economic independence, through education, training, or employment.
- *Efficiency*: the assessment of the value that a program, project, or intervention has achieved in relation to the inputs used to achieve the outcomes. It focuses on measuring the optimization of costs as they are transformed from inputs to outputs and outcomes.
- *Employee*: for the purpose of this NMAS, employees are people who work for an Implementing Agency (IA) involved in Humanitarian Mine Action (HMA). Such employees may be involved in management, in operational activities or in operational support activities.
- *Employer*: for the purpose of the NMAS, employers include any Implementing Agency (IA), whether governmental, non-governmental (NGO), or commercial, responsible for

implementing demining projects or tasks in Lebanon.

- *Environment*: the context in which IAs operate, including natural resources, humans, and their interrelation.
- *Environmental factors*: features of the environment that can have an impact on the demining procedures and assets used.
- *Environmentally acceptable*: demining procedures or assets that have a reduced or minimally detrimental impact on the environment.
- *Environmentally sensitive*: demining procedures or approaches that pro-actively take environmental welfare into account.
- *Evaluation*: the assessment of the value and outcomes achieved by a mine action program, project, or intervention in terms of relevance, safety, efficiency, effectiveness, sustainability, and impact.
- *Explosive hazards*: any explosive ordnance or part of an item of ordnance that presents a potential hazard to the users, or potential users, of land. In this context, explosive hazards are sometimes referred to as 'contamination'.
- *Explosive materials*: components or ancillary items used by IAs, which contain some explosives, or behave in an explosive manner, such as detonators and primers. May also be known as *Explosive ancillaries*.
- *Explosive Ordnance (EO)*: all munitions or parts of munitions containing explosives, nuclear fission or fusion materials and biological and chemical agents. This includes bombs and warheads; guided and ballistic missiles; artillery, mortar, rocket and small arms ammunition; all mines, torpedoes and depth charges; pyrotechnics; sub-munitions and cluster munition dispensers; cartridge and propellant actuated devices; electro-explosive devices; clandestine and improvised explosive devices; and all similar or related items or components that are explosive in nature (adapted from IMAS, 2nd ed., 2014).
- *Explosive Ordnance Disposal (EOD)*: the identification, evaluation, render safe, recovery and disposal of EO. EOD may be undertaken as a routine part of demining operations; upon discovery of ERW; to dispose of ERW discovered outside hazardous areas (this may be a single item of ERW, or a larger number inside a specific area); or to dispose of explosive ordnance which has become hazardous by deterioration, damage, or attempted destruction.
- *Explosives*: a substance or mixture of substances, which, under external influences, is capable of rapidly releasing energy in the form of gases and heat in a detonation.

[F]

- *Fade Out*: an agreed surface area that is searched to confirm that no further evidence of EO hazards exist. During the clearance of sub-munitions, fade out is achieved when the approximate cluster strike centre has been identified, searched and cleared to the required depth. Fade out should be conducted using the same procedures under which the evidence was found unless otherwise agreed with the LMAC.
- *Feasibility*: an assessment of whether or not a specified action or technology can be applied to solve a specified problem or accomplish a specific aim.

[G]

- *Geographic Information System (GIS)*: an organized collection of computer hardware, software, geographic data, and staff intended to efficiently capture, store, update, manipulate, analyze, and display all forms of geographically referenced information.

[H]

- *Hazard*: potential source of harm, including mines, Explosive Remnants of War (ERW), sub-munitions and all Explosive Ordnance (EO) etc.
- *Hazard marker*: warning markers used to indicate the presence of EO hazards when signs are not available or when local conditions prevent their effective use.
- *Hazard marking system*: a combination of measures (signs and barriers) designed to provide the public with warning about the proximity of EO hazards. The system may include the use of signs or markers, or the erection of physical barriers.
- *Hazardous areas, (dangerous areas)*: all areas within Lebanon that are known to contain an EO hazard are marked and recorded as Dangerous Areas (DAs) in the Information Management System for Mine Action (IMSMA) that is used by the LMAC. DAs are frequently referred to as *Hazardous areas, Contaminated Areas, Suspected Hazardous Areas (SHA), or Confirmed Hazardous areas (CHA)*.
- *High Threat Hazardous Area (HTHA)*: an area with a confirmed presence of an EO contamination hazard. All areas contained within minefield fencing are generally deemed to be HTHAs. In minefields where the positions and pattern of mine-lines can be confidently identified, the area inside the fencing of the minefield may be divided into HTHA (location of mines) and LTHA. A HTHA is a Confirmed Hazardous Area (CHA).

[I]

- *IED Disposal (IEDD)*: the location, identification, rendering safe and final disposal of IEDs.
- *Implementing Agencies (IAs)*: the term refers to commercial organizations, agencies, associations, national NGOs, international NGOs, UN bodies, and government bodies,

such as the military, municipalities, and ministries working in humanitarian mine action in Lebanon.

- *Improvised Explosive Device (IED)*: all IEDs are made using some parts that were either designed for another purpose or have been made for the purpose informally (outside conventional munitions factories). An IED is a device fabricated in an improvised manner incorporating explosive material, destructive, lethal, noxious, incendiary, pyrotechnic materials or chemicals designed to destroy, disfigure, distract or harass. IEDs may incorporate conventional munitions and/or munition parts. The explosive content, detonators and fuzes may have been harvested from munitions or improvised using non-military and/or unconventional components. Because both IEDs and Booby-traps may be used in a similar way, in these NMAS the definition of IEDs is deemed to include Booby-traps.
- *Intermediate point*: survey markers used between start and finish markers, or between turning points that are more than 50 m apart.
- *International Support Group (ISG)*: a group formed of senior representatives from the United Nations Development Program (UNDP), other UN agencies, and concerned donor country representatives at the Ambassadorial level supporting the work of the LMAA. National and international demining organizations and NGOs with a concern in mine action should be invited to act as members or observers.
- *Information*: data presented in a meaningful context to support decision making.
- *Information Management*: activities and processes adopted to effectively develop, maintain, adapt, retrieve, and disseminate information to support informed, evidence based, decision making.
- *Information Management System for Mine Action (IMSMA)*: is the United Nation's preferred information system for the management of critical data in UN-supported HMA programs. IMSMA provides users with a tool for data collection, data storage, reporting, information analysis, and project management activities.
- *Inspection*: the process adopted by a demining organization or the LMAC to determine by observation, measurement, examination, testing or otherwise whether a sample of land that has been declared free from explosive hazards to the required depth is in fact free from those hazards.
- *Inspection Body*: LMAC, the IA, or another suitably accredited body authorized by LMAC which conducts post-clearance quality control by applying random sampling procedures or other appropriate methods of inspection.
- *Intermediate point*: survey markers used between start and finish markers, or between turning points that are more than 50 m apart.

- *Intrusive Action*: an action that requires the removal of vegetation, rubble, soil, or any other object that may be concealing an explosive hazard.

[K]

- *Knowledge, Attitudes, and Practices (KAP) Survey*: a structured behavioral survey that integrates quantitative and qualitative data collection and analysis. KAP surveys aim at identifying misconceptions and/or misunderstandings that may hinder precautionary actions and increase the likelihood of risk taking, and accordingly mine incidents and accidents.
- *Knowledge, Attitudes, Behavior, and Practices (KABP) Survey*: similar to a KAP survey, a KABP survey is a structured behavioral survey. However, it further tests participants on their behavior.

[L]

- *Landline*: a telephone communication line which is laid across (above or below) land and which travels through either optical fiber or metal wire.
- *Land Release*: the process that is applied to release land to the community for socio-economic utilization through NTS, TS, or area Clearance. Data gathered and recorded during the Land Release process shall demonstrate that ‘all reasonable effort’ has been applied. ‘All reasonable effort’ requires the ability to demonstrate that all predictable information has been identified, gathered and accurately analyzed to support logical and evidence-based decision making.
- *Lebanon Mine Action Authority (LMAA)*: the legal authority assigned the responsibility for managing and overseeing the Lebanon Mine Action Program (LMAP) on behalf of the Government of Lebanon (GoL). In accordance with the Mine Action Policy, this authority is chaired by the Minister of Defense.
- *Lebanon Mine Action Center (LMAC)*: a national body formed to execute and coordinate the Lebanon Mine Action Program (LMAP) on behalf of the Lebanon Mine Action Authority (LMAA).
- *Life Cycle Assessment (LCA)*: a technique used to assess the actual and potential environmental impact of a product or process.
- *Low Threat Hazardous Area (LTHA)*: an area of land suspected to contain explosive hazards and requiring non-technical survey (NTS) or technical survey (TS). An LTHA is a Suspected Hazardous Area (SHA).

[M]

- *Magazine*: in an HMA context, the term refers to any building, structure, or container

approved for the storage of explosive materials.

- *Marking*: emplacement of a measure or combination of measures to identify the position of a hazard or the boundary of a hazardous area. This may include the use of signs or markers, or the erection of physical barriers.
- *Mechanically Assisted Demining*: the use of appropriate mechanical equipment to complement other procedures in humanitarian mine action operations, such as manual or MDD search and clearance, by preparing the areas for them.
- *Mine accident*: an injurious accident involving an explosive hazard that occurs away from a demining worksite and does not involve demining staff: this term is used to refer to accidents involving civilians that occur on land that has not been declared 'released'.
- *Mine Action*: activities which aim to reduce the social, economic and environmental impact of EO. Mine Action in Lebanon adopts a humanitarian approach and encompasses four of the five pillars of Mine Action defined in the Ottawa Convention; Mine Risk Education (MRE), Mine Victim Assistance (MVA), Survey and Clearance, and Advocacy. In support of these four core pillars, Information Management is considered a key enabling modality.
- *Mine Action Organization*: any organization (governmental, military, commercial, or NGO/civil society) that is responsible for implementing mine action projects or tasks. The mine action organization may be a private contractor, subcontractor, consultant or agent. Also referred to as an *Implementing Agency (IA)*.
- *Mine Detection Dog (MDD)*: a dog trained and deployed to detect the scent of mines and Explosive Remnants of War (ERW). Also called an *Explosives Detection Dog (EDD)*.
- *Minefield Area (MFA)*: a defined area containing mines as well as the specified area surrounding the mine rows within a military laid pattern minefield. A MFA may also be a specified area around non-military laid pattern minefields. This area shall be subject to a minimum 10% confirmation search and clearance after all anticipated hazards have been found.
- *Mine incident*: a non-injurious incident involving an explosive hazard that occurs away from a demining worksite and does not involve demining staff: this term is used to refer to incidents involving civilians that occur on land that has not been declared 'released'.
- *Mine Risk Education*: activities and interventions aimed at increasing people's knowledge about the risk posed by mines/ERW, also increasing their awareness of precautionary measures that can decrease the risk of harm and injury to people, property, and the environment.
- *Mine Risk Education (MRE) Steering Committee*: a committee managed and coordinated by the LMAC, chaired by the LMAC Mine Risk Education Section Head, and comprised of

the representative of the Ministry of Education and Higher Education (MoEHE), the representative of the Ministry of Social Affairs (MoSA), as well as national, international, and non-governmental organizations working in Lebanon and having an interest in mine risk education.

- *Mine sign*: a permanent or semi-permanent notice which, when placed as part of a marking system, is designed to provide warning to the public of the presence of EO hazards. Mine signs shall include a combination of written words and symbolic forms to enable easy recognition locally.
- *Mine survivor*: refers to a man, woman or child who has suffered harm or injury as a result of a mine, ERW or sub-munition accident.
- *Mine victim*: refers to those who have been injured or killed by mine/ERW explosions, and those who have been indirectly impacted by an explosive incident such as family members and communities. Casualties in demining accidents are also mine victims.
- *Mine Victim Assistance (VA)*: refers to all aid, relief, comfort and support provided to victims (including survivors) with the purpose of reducing the immediate and long term medical and psychological implications of their trauma.
- *Mine Victim Assistance (MVA) Steering Committee*: a committee managed and coordinated by the LMAC, chaired by the LMAC Mine Victim Assistance Section Head, and formed of the representative of the Ministry of Social Affairs (MoSA), the representative of the Ministry of Public Health (MoPH), as well as national, international, and non-governmental organizations working in Lebanon that are accredited by the LMAC and implementing MVA activities.
- *Mine Victim Assistance Team (MVAT)*: a team of professionals providing MVA services to victims, their families, and their communities.
- *Monitoring*: the continuous tracking of progress achieved by a program, project, or intervention towards the established mine action objective(s) or targets by comparing advancement against context sensitive pre-set milestones or indicators.
- *MRE Needs Assessment*: systematic process undertaken to analyze data and assess the need for MRE interventions. It aims to assess tendencies to engage in risky behavior as well as identify the target communities to whom MRE should be directed.
- *Multi-task team*: a team of professionals approved and accredited to multi-task. This team may undertake all demining activities for which it is accredited by the LMAC to conduct.
- *Munition*: a complete device charged with explosives, propellants, pyrotechnics, initiating composition, or nuclear, biological or chemical material for use in military operations, including demolitions.

[N]

- *Non-Technical Survey (NTS)*: the assessment of a defined area of land and categorization of the land (or parts of the land) as either hazard free, a suspected hazard area (SHA), or a confirmed hazard area (CHA). NTS is conducted in Lebanon using a desk assessment that involves the collection and analysis of historical records and the collection of primary data by interviewing members of the local community and the Local Authorities (LAs) in and around the area subject to NTS. NTS excludes the use of technical interventions but should involve visiting the area to gather evidence whenever practicable.

[O]

- *On-the-Job training (OJT)*: training that takes place in the course of a working day while staff members are conducting their daily tasks.
- *Orthotics*: refers to specialized, artificial, and mechanical devices such as splints or braces, which are designed to mimic, support, or enhance the function of injured or malfunctioning limbs.
- *Outcome*: refers to the changes that the interventions seek to make in the surrounding environment when dealing with a mine action related problem or challenge.
- *Output*: refers to the results achieved by a mine action intervention.

[P]

- *Personal Protective Equipment (PPE)*: all equipment and clothing designed to provide protection, which is intended to be worn or held by an employee at work and which protects him/her against one or more risks to his/her safety or health (IMAS Glossary, 2014).
- *Physical rehabilitation*: refers to the process by which medical professionals attempt to reduce the physical limitations inflicted on a victim by an injury, and may include physiotherapy and the provision (and support for the use) of assistive devices.
- *Policy*: defines the purpose and goals of an organization, and articulates the rules, standards and principles of action that govern the way in which the organization aims to achieve these goals (IMAS, 2009).
- *Prophylactics*: medication or treatment designed, administered, or taken to prevent disease.
- *Prosthetics*: refers to artificial substitutes or replacements for lost limbs.
- *Protective works*: constructed barriers, channels, or stacks designed to reduce the effects of ground shock, noise, blast, or fragmentation in order to protect personnel,

property, infrastructure or the environment.

- *Psychological and Psychosocial Support*: activities aimed at supporting victims (individuals and communities) to heal on the psychological level and rebuild social ties following a mine/ERW accident or incident.
- *Pure research*: research which aims to provide or establish general theories or principles for the improved understanding of mine action technology. Pure research may eventually lead to the development of a new technology but the primary and initial aim is to establish broad, general principles.

[Q]

- *Qualification*: professional certification, trade certification, or professional designation earned by an individual when that person has been assessed as competent in a specified skill-set.
- *Quality Assurance (QA)*: a part of quality management focused on providing confidence that quality requirements are being met (ISO 9000:2015). The purpose of QA in humanitarian demining is to confirm that management practices and operational procedures for demining operations are appropriate, and are achieving the stated requirement(s) in a safe, effective, and efficient manner. Internal QA shall be conducted by demining organizations themselves. External QA shall be conducted by the LMAC or another entity authorized by the LMAC.
- *Quality Control (QC)*: a part of quality management focused on checking that quality requirements have been achieved. QC is applied to the inspection of a finished product. In the case of humanitarian demining, the 'product' is safe land that has been appropriately searched and hazards cleared.
- *Quality Management (QM)*: the set of coordinated activities designed to direct and control an organization in terms of how it plans, organizes, leads, and controls its operations to ensure efficiency, quality and continuous improvement.

[R]

- *Radio*: a wireless device that allows the transmission and reception of electromagnetic waves of radio frequencies and permits the sending and receiving of verbal calls.
- *Radio Frequency (RF)*: a rate of oscillation within the range of about 3 Hz to 300 GHz, corresponding to frequency of alternating current electrical signals used to produce and detect radio waves. Since the bigger part of this range falls beyond the vibration rate that most mechanical systems can respond to, RF usually refers to oscillations in electrical circuits. Radio Frequencies used in humanitarian demining require prior authorization from the Lebanese Armed Forces (LAF)/LMAC.

- *Reasonable effort, all reasonable effort*: describes the minimum acceptable level of effort that is necessary to identify and record hazardous areas or to search for and remove all ERW/EO (explosive hazards) from hazardous areas safely. LMAC will determine the level of effort that is reasonable at any task. In the event of disagreement, the final arbiters of what is 'all reasonable effort' shall be the Government and Courts of Justice in Lebanon.
- *Reduced Area*: an area previously recorded as a hazardous area which, as a result of technical survey or during search and clearance activity is found not to present a risk from EO.
- *Reference point*: a fixed point of reference assigned/placed some distance outside the hazardous area at an easily recognizable place (such as a crossroad or a bridge), which can be used to assist in navigating to one or more benchmarks. Internationally, reference points are often also referred to as Geodetic Points when they refer to a pre-surveyed location.
- *Residual Risk*: residual risk is the risk remaining following the application of all reasonable effort to safely identify, define, and remove all presence and suspicion of explosive ordnance through non-technical survey, technical survey and/or clearance.
- *Results Based Management*: a tool that supports tracking progress and demonstrating impact. It extends the traditional focus on inputs and outputs by focusing on measuring outcomes and impacts.
- *Risk Assessment*: the systematic use of evidence from experience to evaluate the relative risks associated with an activity and those associated with alternative means of achieving the same end state.
- *Risk Management*: the entire process by which risks are identified, assessed and mitigated appropriately to ensure that 'all reasonable effort' has been taken to achieve a 'tolerable risk'.
- *Risk mitigation*: the selection of appropriate ways of managing risk by risk avoidance and/or by taking measures to reduce the severity of the consequences following a risk event. Risk mitigation may be referred to as 'Risk treatment' or 'Risk reduction'.

[S]

- *Safety*: the reduction of risk to a tolerable level (ISO/IEC Guide 51: 2014).
- *Safety distance*: the acceptable and minimum distances between staff and equipment and a deliberate demolition/detonation. Safety distances need not be the same as Working distances.
- *Safety lanes*: the generic term for any lane cleared by a survey or clearance team, including access lanes outside the hazardous area or cross/verification lanes inside a

hazardous area.

- *Site Supervisor*: a suitably qualified/experienced senior person who is responsible for managing a demining site and the operations being conducted.
- *Standard*: a standard is a documented agreement containing technical specifications or other precise criteria to be used consistently as rules, guidelines, or definitions of characteristics to ensure that materials, products, processes, and services are fit for their purpose (IMAS, 2014).
- *Standard (or Standing) Operating Procedures (SOPs)*: instructions which detail the use of procedures and assets for conducting operational tasks or activities.
- *Start Point (SP)*: is the first point in the perimeter on which the last turning point closes.
- *Statement of Operational Need*: a standardized form detailing the needs of a user (most likely, in this context, to be an IA) in relation to mine action technology.
- *Stockpile*: in the context of humanitarian mine action, the term refers to a large accumulated stock of Explosive Ordnance (EO).
- *Structured Training*: formal training that takes place in the form of a workshop, a course, or a set of sessions over a finite time, with a set of pre-determined and specified objectives.
- *Sub-munitions*: munitions that separate from a parent cluster munition and are usually part of a Cluster Bomb Unit (CBU), artillery shell, or missile payload. Sub-munitions also refer to any item of ordnance carried in, or ejected by, a dispenser. When mines are dispersed from a parent munition, they shall be called 'mines'.
- *Sub-surface*: refers to the depth beneath the ground surface to which search is conducted during demining tasks. The default sub-surface search depth is 15cm but the sub-surface search depth may be specified by the LMAC for each type of hazard or on a task-by-task basis.
- *Surface*: refers to the ground level where search and clearance demining tasks are conducted. Items protruding from the ground or partially buried are considered to be above ground level (surface).
- *Survey marker*: a durable and long lasting marker used to assist in the management of marked and cleared land in demining operations.
- *Suspected Hazardous Area (SHA)*: an area of land where the presence of an EO contamination hazard is suspected based on indirect evidence, such as information from witnesses or local community members.
- *Systematic Technical Survey*: refers to a systematic process of applying technical survey in SHA or CHA. Often used in circumstances where so little information is present about

the potential threat that it is impossible to adopt a targeted approach.

[T]

- Targeted Technical Survey: refers to technical survey that is targeted to specific areas within a SHA or CHA that are more likely to be contaminated than other areas; i.e., high-risk areas. Targeted technical survey should be preferred to systematic technical survey whenever it is practicable.
- *Team Leader*: a suitably qualified/experienced person who is responsible for managing a group of deminers/ searchers working within the boundaries of a worksite. The team leader reports to the *Site Supervisor*.
- *Technical Survey (TS)*: the detailed topographical and technical investigation of a hazardous area identified during the NTS phase or previously known. It aims to determine where contamination is present as well as define the hazard type, and distribution. It investigates the environment of a hazardous area with a view to determining appropriate procedures and technical assets that can be used to search and clear the area safely. Frequently, it leads to an SHA being divided into areas that require Clearance and areas that can be released by 'area reduction' because there is no evidence of them containing EO contamination.
- *Turning point*: a fixed point on the ground, which indicates a change in direction of the perimeter of the hazardous area or perimeters of a cleared area that has been documented in the Information Management System for Mine Action (IMSMA) completion report.
- *Thuraya Satellite Mobile*: a mobile network connected via satellites that permits sending and receiving messages. This kind of network requires prior authorization from the Ministry of Telecommunication and prior approval from the LAF/LMAC.
- *Tolerable risk*: for the purposes of the Lebanon NMAS, tolerable risk is defined as the risk remaining after all reasonable effort has been applied to managing and mitigating risk. The 'tolerable risk' remaining after an area has been searched, cleared and released is the risk of explosive hazards being beneath the required search depth in that task area. The 'tolerable risk' to demining staff is the risk remaining after all reasonable efforts have been made to train, equip and supervise staff in the conduct of inherently safe demining procedures. All reasonable effort includes the production of a formal task risk assessment designed to ensure that appropriate measures to mitigate risk are taken at each task. All formal risk assessments must be updated as work progresses and new information becomes known. The LMAC shall determine the level of risk that is tolerable at any task. In the event of disagreement, the final arbiters of what is 'all reasonable effort' shall be the Government and Courts of Justice in Lebanon.
- *Training*: refers to the transfer of knowledge, skills, and competencies as a result of the

teaching of vocational or practical skills and knowledge that relate to specific useful competencies.

- *Trauma*: refers to a physical or psychological injury caused by an external event.
- *Triangulation*: the comparison of findings from different types of analysis, methods of data collection, or varied sources of information.

[U]

- *Unexploded Ordnance (UXO)*: explosive ordnance that has been primed, fused, armed or otherwise prepared for use or used. It may have been fired, dropped, launched or projected yet remains unexploded due to malfunction, design, or any other reason.

[W]

- *Working distances*: the acceptable and minimum distances between people and between people and equipment at a demining worksite. Because no deliberate detonations will occur, working distances may be less than safety distances.
- *Workplace*: 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 their employer.

NMAS 04.10, Edition 2.1: amendment record

The NMAS are subject to a comprehensive or partial review by the Review Board periodically. Changes in the context as well as safety requirements and efficiency considerations may necessitate amendments to individual NMAS standards more frequently. If this occurs, such amendments shall be given a number, dated, and detailed in the table below. The amendment should also be indicated on the header under the NMAS edition number.

Whenever the formal review of the NMAS is completed, a new edition shall be issued. Amendments that have taken place before the review date shall be incorporated in the new edition and the amendment record table cleared. Consequently, the recording of amendments shall start again until the next review.

The most recent revisions of the NMAS shall be posted on the Lebanon Mine Action Center (LMAC) website on www.lebmac.org.

Number	Date	Amendment Details
1	March 2020	The addition of the word 'safely' to the definition of <i>Reasonable effort, all reasonable effort</i> .
2	March 2020	The addition of a definition for 'Residual risk'.
3	March 2020	Minor changes to other definitions to improve NMAS consistency.