



NMAS 07.40

Monitoring Mine Action Organizations and Operations

March 2020

Edition 2.1

Lebanon Mine Action Center-LMAC

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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.

Acronyms

CLO	Community Liaison Officer
ERW	Explosive Remnants of War
HMA	Humanitarian Mine Action
IA	Implementing Agency
IMAS	International Mine Action Standards
ISO	International Organization for Standardization
LMAA	Lebanon Mine Action Authority
LMAC	Lebanon Mine Action Center
LMAP	Lebanon Mine Action Program
MoU	Memorandum of Understanding
NMAS	National Mine Action Standards
QA	Quality Assurance
QC	Quality Control
QM	Quality Management
SOP	Standard Operating Procedure
TSG	Technical Standards and Guidelines

Introduction

To ensure the quality of operations and guarantee that the work conducted results in land released to owner(s) that is safe, the Lebanon Mine Action Center (LMAC) uses a two-stage Quality Management (QM) approach that is compliant with the International Mine Action Standards (IMAS) and the International Organization for Standardization (ISO)'s QM standards.

The first stage is Quality Assurance (QA) and focuses on all of the processes used during Land Release. It starts with the accreditation of Implementing Agencies (IAs) that submit appropriate and professional SOPs for LMAC appraisal which must be accepted before the IA is authorized to work in Lebanon. Quality Assurance checks may be made at every stage of operations, including planning and training, and are designed to ensure that the accredited IA works to their approved SOPs and conducts the work in compliance with the NMAS and the LMAC's directions.

The second stage of QM is Quality Control (QC) which focuses on the inspection of the final product, the land that is presented by the IA as being safe for release, and should be conducted before it is formally handed over to its owner(s).

This NMAS focuses on the second part of stage one, the QA monitoring of demining organizations and their mine action activities. Although QA monitoring is internally conducted by all accredited IAs, it is also conducted externally by the LMAC's QA/QC Section. This NMAS focuses mainly on the external monitoring conducted by the LMAC on IAs engaged in demining activities but provides principles and guidance that should be followed by all of the IAs engaged in any mine action activity.

External QA monitoring aims to ensure that accredited IAs apply their approved quality management processes and SOPs in a manner that will result in the safe, effective, and efficient delivery of the goals. Without ever compromising safety to the public or HMA staff, monitoring is conducted on demining IAs with the aim of achieving a goal that is aimed at by all HMA stakeholders in Lebanon. This goal is the safe and efficient release of hazardous land for civil use. Sharing the same goal, monitoring should be conducted pragmatically with the aim of helping the IA being monitored to achieve that goal.

Efficient QA monitoring is an essential part of the continuous cycle of improvement that is a Quality Management requirement. In pursuit of gathering data to inform continuous improvement, this NMAS includes guidance and standards for the collection and analysis of data about the performance of demining procedures and assets, in addition to on-site visits.

Guide for Monitoring Demining Organizations and Operations

1. Scope

As part of the Quality Assurance (QA) process, this NMAS provides standards and guidelines which the LMAC QA/QC team use while monitoring demining organizations during their operations in Lebanon. Although this document centers on the monitoring of demining operations, the activities of all LMAC accredited mine action agencies, including those engaged in MRE and VA, may be subject to the same monitoring.

This NMAS should be read in conjunction with NMAS 07.30, which provides guidelines on the accreditation of demining organizations and operations, and NMAS 07.12 Quality Management, which covers the QC inspection of work that has been completed.

2. References

A list of normative and informative references is provided in Annex A.

Normative references provide cross-referencing to other standards referred to in this NMAS, and which form an integral part of the provisions of this standard.

Informative references provide a list of documents that may be consulted for a clearer understanding of this standard.

3. Key Terms and Definitions

The following key terms and definitions are used in this NMAS:

- *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 and EOD spot tasks.
- *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)*.
- *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 pre-set milestones or indicators in order to assess the effectiveness and efficiency of the activities.
- *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 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.

In addition to the above terms, NMAS 04.10 provides a glossary of terms and definitions used across all standards.

As in the IMAS, the terms 'shall', 'should' and 'may' are used across all standards to indicate the required degree of compliance. For any organization working in Lebanon, the use of 'shall' indicates a compulsory requirement. The term 'should' indicates the national preference which may be varied with LMAC approval. The term 'may' indicates a suggestion that is not obligatory.

4. General Principles

Quality Assurance (QA) monitoring is part of the mine action Quality Management (QM) function designed to provide confidence to the beneficiary; i.e. the rightful owner(s) to whom the land will be released after work is completed. QA monitoring is conducted at two levels. Internal monitoring is conducted by the accredited demining organization for its own operations and external monitoring is conducted by the LMAC's QA/QC section or by another duly authorized organization.

Although internal monitoring shall always be a part of mine action activities as they are conducted, formal internal monitoring should also be conducted by the IA at least every other month in compliance with the IA's approved SOPs. The results of formal internal QA monitoring shall be recorded, documented, and made available to the LMAC QA/QC section upon request.

External QA monitoring includes the observation, inspection, or assessment of worksites, facilities, equipment, activities, processes, SOPs, and documentation while work is being conducted. This allows the LMAC to ensure that accredited IAs and their teams are complying with the NMAS, their approved SOPs and the terms of their accreditation. The results of QA monitoring are used to inform decisions about future planning and the continual improvement of mine action.

5. Guidelines for Monitoring

5.1 Planning and Preparation

After a demining organization receives accreditation to work in Lebanon, the LMAC shall sign a MoU outlining the scope of work that the organization may conduct. This MoU provides a basis for the monitoring process.

In addition to the MoU, and prior to a monitoring site visit, the LMAC QA/QC team shall review the following documentation:

- the organization's approved SOPs;
- previous monitoring visit reports including Key Performance Indicators (KPIs);
- incident and accident reports, if any;
- previous results of post-clearance inspections; and
- any other documents which may assist the QA/QC team to properly plan for the site visit.

The LMAC QA/QC section should inform the IA of the objectives of its QA monitoring visit as well as any prior preparations required, such as making available certain documents or key staff. However, the precise time and date of the monitoring visit may or may not be given in advance.

The results of QA monitoring are analyzed by the QA/QC team and the LMAC operations section and discussed with the LMAC Director before dissemination to the IA concerned. Any non-conformities should be clearly explained to the IA being monitored in order for them to take appropriate corrective action and then to confirm that the corrective actions have been taken.

5.2 Conduct of monitoring

Monitoring staff should maintain professional objectivity at all times, ensuring the overall competence, impartiality and discretion of the entire team.

The monitoring system should:

- be ethical, fair and objective;
- be evidence-based;
- be implemented with diligence, due care and attention at all times;
- avoid disrupting mine action activities more than necessary;
- be planned, prepared and managed efficiently;
- ensure the collection, storage and maintenance of monitoring records; and
- provide clear, comprehensive and relevant conclusions.

5.3 On-Site Monitoring

The LMAC QA/QC team shall conduct planned on-site QA monitoring visits to confirm that the IA, its teams, and individuals are operating in compliance with the NMAS, their SOPs and the terms of their accreditation.

The LMAC QA/QC section may choose to inform the IA of an upcoming QA monitoring visit, or they may conduct unannounced visits. Each type of visit has advantages and disadvantages. Announced visits ensure that key staff and supporting documents are available but monitors may not observe day-to-day activities that are entirely typical. Unannounced visits offer the monitoring body the opportunity to observe work as it usually done but it is possible that the absence of key staff or records may restrict the monitor's access to relevant staff and supporting documents.

The LMAC QA/QC should avoid making frequent unannounced QA visits as soon as they have enough evidence of the IA's compliance to be confident that the work will continue in a similar (and compliant) way whether they are present or not. Generally, QA monitoring will include a mix of announced and unannounced visits that is appropriate for the situation.

On-site external QA monitoring will be as random and non-intrusive as is compatible with gaining comprehensive oversight. The monitors will avoid disrupting demining activities more than is necessary. The frequency of on-site QA monitoring visits shall be determined with reference to the results of previous monitoring of the IA involved.

The purpose of the external on-site monitoring visits may be for one or more of the following:

- for reasons related to the accreditation process (see NMAS 07.30);
- for follow-up regarding a previous non-conformity;
- to assess procedures or equipment;
- to observe or check management practices; and
- to observe day-to-day mine action activities.

On-site monitoring visits may include:

- visits to the management, logistics, and administrative offices or facilities of the IA;
- visits to the worksites, control areas, vehicle parking areas, visitor reporting and briefing area, rest areas, first aid post, and temporary explosive storage area(s);
- observations of demining operations, including internal QA and QC procedures and the destruction of EO;
- observations of field testing and evaluation of equipment;
- observations of organizational training and evaluation;

- observations of the level of community involvement by accompanying the Community Liaison Officer (CLO); and
- assessment of the medical support available on site, including qualifications of the medical staff, equipment, and vehicles as well as evacuation procedures.

Documentation of on-site QA monitoring visits shall be retained by the LMAC as evidence of the findings, and used to inform future site visits and accreditation processes.

5.3.1 Opening Meeting

All QA monitoring visits should begin with a brief meeting between the monitoring team and the site management. A record of those in attendance at the meeting should be logged by the team. The meeting should cover the following:

- introduction of participants and their roles;
- confirmation of the scope and purpose of the visit;
- safety briefing;
- confirmation of the timetable and any planned interim meetings during the visit; and
- methods and procedures to be used during the visit.

5.3.2 Gathering of Information

During on-site QA monitoring visits, monitors may gather and record information related to the following:

- management practices and systems;
- supporting processes (human resources, logistics, finance, administration);
- safety and occupational health;
- medical procedures and equipment;
- protection or safeguarding of the environment;
- marking and warning systems;
- equipment (maintenance, upkeep, testing and evaluation, condition, use of, procurement);
- operational activities including:
 - land release (non-technical survey, technical survey and clearance);
 - risk education and community liaison;
 - victim assistance;
 - stockpile destruction; and
 - EOD;
- competence, training and awareness of staff;
- storage, transportation or handling of hazardous materials;

- documentation (SOPs, policies, standards, regulations, contracts etc); and
- task documentation and relevant staff records.

5.3.3 Monitoring of Hazardous Activities

Monitors may need to observe hazardous activities during on-site monitoring visits. These hazardous activities may include the following:

- survey, search and clearance procedures;
- transfer and handling of explosive items, such as bombs during stockpile destruction;
- operation of mechanical demining systems; and
- use of power operated machinery in workshops.

When monitoring any hazardous activity, the safety regulation which states that visitors are not allowed within a specified distance of the person(s) being observed shall not apply, provided that:

- a suitably qualified, briefed, trained, and authorized QA monitor, wearing appropriate PPE asks to be allowed closer access;
- the QA monitor does not approach any person being monitored closer than strictly necessary, and no closer than 3 meters at any time;
- the QA monitor does not unnecessarily disturb those being observed; and
- the IA's task site manager agrees that close observation can be safely conducted.

The QA monitor should make a formal request for close access and, if it is denied, the site supervisor should give reasons for the denial in writing. An unwarranted denial of QA monitor access may be treated as a non-conformity, at the discretion of the LMAC Director.

5.4 Inspection of Demining Management Documentation

As part of the monitoring process, the LMAC QA/QC team should randomly inspect samples of the IA's management documentation, such as:

- progress reports;
- task risk assessment;
- the qualification records of its teams;
- training records
- internal monitoring records;
- insurance documents;
- incident and accident investigation reports; and
- health records.

All records inspected should comply with the standards provided in NMAS 05.10 on Information Management, NMAS 06.10 on the Management of Training, and NMAS Series 10 covering Safety and Occupational Health.

5.5 Systematic collection, analysis, reporting and archiving of data

Effective monitoring is reliant upon accessible, consistent, reliable and comprehensive data regarding the performance of IAs and the procedures for which they are responsible. The LMAC should:

- identify indicators relevant to the effectiveness of mine action activities and the efficiency of those activities;
- specify information requirements in relation to indicators for both product and process performance;
- ensure consistency of data/information between organizations, and over time; and
- ensure data is stored in an appropriate and accessible manner.

5.5.1 Collection of monitoring data

Within the LMAC QA/QC capacity, requirements for data collection are defined in terms of:

- responsibility for collection of data;
- responsibility for record maintenance and data archiving;
- sources of data;
- units of measurement;
- frequency of collection;
- data collection formats;
- frequency of reporting;
- reporting formats; and
- reporting channels.

All IA's should be provided with sample forms/formats for data collection by the LMAC on request.

5.5.2 Analysis of monitoring data

The findings of QA monitoring provide adequate detail to enable the analysis of trends over time, and to identify relevant performance measures. Data is analyzed to indicate:

- conformity of products and services to requirements (including compliance with standards, policies and procedures);
- conformity and effectiveness of the QM system;
- successful implementation of planning and progress towards objectives;

- the performance of mine action procedures;
- the performance of mine action assets; and
- the performance of IAs.

Compliant with QM principles, a primary goal of data analysis is the identification of needs or opportunities for improvement. Identified needs may indicate a need for improvement of the LMAC's systems and procedures as well as for improvement of the IA's performance.

5.6 Key performance indicators (KPIs)

The IA should identify relevant KPIs (according to function or responsibility), which may include:

- safety issues;
- non-conformity rates;
- compliance rates;
- progress rates;
- asset performance; and
- efficiency rates.

5.7 Non-conformities

5.7.1 Identification of non-conformities

Non-conformities should be identified and categorized as either 'potential' (significant risk of occurring), or "real" (already occurred). Non-conformities shall be recorded in the LMAC Non-Conformance Report (the format is available from the LMAC on request from IAs).

Non-conformities should be identified and recorded in terms of their severity as either "critical", "severe" or "simple". During the course of managing any non-conformity it may need to be changed in category.

Whenever practicable, identified non-conformities should be discussed with the IA being monitored to ensure that there are no misunderstandings on the part of the monitors. Whenever correction can be made immediately, the IA should be encouraged to do so because this will avoid delaying the progress of the work. Any non-conformity that is corrected immediately shall still be appropriately recorded (and marked as "resolved") by the monitoring team.

The LMAC QA/QC team may identify weaknesses in the products or processes of IAs that do not qualify as non-conformities, but which should be improved upon. These circumstances should be logged as "observations", and recorded within the monitoring report. IAs should seek to rectify or improve the situation surrounding the "observations" as soon as all non-conformities have been resolved.

5.7.2 Simple non-conformities

A simple non-conformity is a failure of the IA to comply with the task requirements that has no safety or QM implications. This may be a breach of the requirements in the Task Dossier or Task Order, a breach of the NMAS or a breach of the IA's own accredited SOPs. Generally, a simple non-conformity is one that can be immediately corrected by the IA without the need to repeat any work.

An example of a simple non-conformity is the use of non-critical equipment that is not of the approved type. This may be corrected by replacing the equipment or, when the monitoring staff agree, by submitting a variation of the IA's SOPs for LMAC approval. If an application for a variation to the IA's SOPs is not approved, the IA shall be required to correct the simple non-conformity within a time period defined by the LMAC.

Failure to correct a simple non-conformity in the manner required by LMAC shall be treated as a severe non-conformity and may lead to the suspension of the IA's accreditation to conduct demining activities in Lebanon.

5.7.3 Severe non-conformities

Severe non-conformities are those which the IA shall address as a priority. They may have a QM impact but shall not have an immediate safety impact. These include

- failure to comply with any LMAC documentation and QM requirements;
- failure to conduct the task according to the approved Clearance plan (with no safety impact);
- failure to inform the LMAC of newly discovered information that affects the task; and
- any other breach of the IA's MoU with LMAC or the requirements of the NMAS that have no immediate safety implications.

Severe non-conformities shall be corrected immediately by the IA and, when there is a delay in their correction, the LMAC should suspend the IA's accreditation pending correction. Repetition of severe non-conformities by an IA shall generally lead to a suspension of the IA's accreditation until it can show that appropriate corrective actions have been taken.

5.7.4 Critical non-conformities

During external QA, a critical non-conformity is one that leads to the IA's staff or the end-users of the land being placed at avoidable, so intolerable risk.

The critical non-conformity criteria described below apply whatever assets and procedures the IA is using:

- persons are working in an unapproved manner that places them at unnecessary risk;
- supervision at the task does not comply with the IA's authorized SOPs;

- one or more persons at the task does not have the necessary training/experience to conduct the task(s) they are undertaking;
- persons are working with unapproved equipment (or inadequately functioning equipment) that places them at unnecessary risk;
- the work is being conducted in an unapproved way that places others at unnecessary risk;
- the work is being conducted in a way that causes unnecessary environmental damage;
- the site boundaries are not positioned or marked appropriately;
- the IA does not have valid LMAC accreditation for one or more activities that it is conducting; and
- any breach of the IA's MoU with LMAC or the requirements of the NMAS that has safety implications.

The LMAC QA/QC team has the authority to immediately order a suspension of operations at any worksite where critical non-conformities are discovered. The QA/QC team shall record the reasons for such a decision, compile any evidence, and immediately inform the LMAC Director and the IA's headquarters. When appropriate, the LMAC may require that some or all of the work that has been completed be repeated in order to achieve the required level of confidence in the quality of the work.

The IA shall only be permitted to resume work after all safety faults have been rectified and the LMAC has authorized a resumption of work.

5.7.5 Recording of non-conformities

The LMAC QA/QC team should include all non-conformities and observations in monitoring records. Non-conformities should be recorded by severity (simple, severe, or critical), description and aspect (i.e. quality, safety, environment etc.).

For each non-conformity, the IA should agree with the monitoring team the following:

- a description of the non-conformity;
- the date of the non-conformity;
- the category and severity of the non-conformity;
- root cause analysis of the non-conformity;
- agreed corrective actions;
- agreed actions to prevent repetition;
- who is responsible for taking the agreed actions;
- the date by which the actions will be taken;
- proposed monitoring of implementation and effectiveness of agreed actions; and

- any additional information as required by the LMAC QA/QC team.

The IA shall take corrective actions within the agreed timeframe and inform the LMAC QA monitoring team when the corrective actions have been taken. If the IA does not contact the LMAC within the agreed timeframe, LMAC should contact the IA for an explanation and a revised plan. Alternatively, the LMAC QA team may choose to conduct an unannounced site visit to determine the status of the corrections.

5.7.6 Implications of non-conformity for accreditation

The LMAC QA/QC team may recommend suspension or termination of an IA's accreditation agreement depending upon the results of monitoring, the occurrence, severity and/or repetition of non-conformities within the IA. Any such action shall be managed in accordance with the requirements of NMAS 07.30 Guide for Accreditation of Mine Action Organizations and Operations.

5.8 Debriefing and Reporting

Whenever possible, the LMAC QA/QC team should debrief the management of the IA on the results of the QA monitoring visit on site, preferably during a closing meeting, highlighting issues of concern, especially those related to safety.

The closing meeting should cover:

- thanks to the IA management for their cooperation;
- a reminder that it remains the responsibility of the IA to manage the quality of its own work;
- identification of any non-conformities found and agreed corrective actions;
- confirmation that findings will remain confidential between the LMAC and the IA;
- agreement of any follow-up actions; and
- the opportunity for questions to be asked and answered.

The LMAC QA/QC team shall submit a written report of the QA visit to the LMAC Director for approval. This should be done urgently after an IA's accreditation has been suspended so that the Director can confirm or vary the decision. After it has been approved, a copy of the monitoring report should be submitted to the IA. The report should detail any corrective actions needed and include a date by which any corrections should be made.

6. Roles and Responsibilities

6.1 Role of the LMAC

The LMAC shall:

- implement external monitoring, in compliance with this NMAS;

- maintain and regularly update a list of LMAC authorized QA monitors;
- establish clear written procedures for monitoring, including on-site visits, and share these procedures with IAs;
- prepare and maintain records of all monitoring visits in compliance with NMAS 05.10 on Information Management;
- debrief IAs on site whenever possible about the monitoring results;
- share monitoring reports with the IA;
- reserve the right to suspend or terminate the accreditation of an IA, a demining team, or an individual based on observations made during the QA monitoring visit; and
- ensure that the QA/QC team assigned the task of QA monitoring remains independent and impartial, demonstrates high levels of integrity, and preserves the confidentiality of information obtained during their work.

6.2 Role of LMAC QA Monitors


QA monitors shall:

- comply with monitoring standards and procedures as outlined in this NMAS;
- communicate and clarify QA monitoring requirements to the IAs being monitored;
- exercise objectivity and professionalism and act in an ethical manner;
- cooperate with other monitors;
- comply with the IA's site safety procedures and the safety procedures outlined in NMAS Series 10;
- collect and analyze evidence as appropriate;
- instruct the IA to stop work in the event that a real or potential critical non-conformity is identified;
- report critical non-conformities immediately to the LMAC;
- document evidence in support of findings and conclusions;
- remain within the scope of the monitoring mission as defined during the planning stage;
- remain alert to any situation that may require further investigation;
- report results clearly and without delay;
- verify the effectiveness of corrective actions previously agreed with IAs;
- prepare monitoring documentation and ensure that all related documents are retained and securely stored; and
- report any major obstacles to the conduct of monitoring visits.

6.3 Role of IAs

In their capacity as demining organizations, IAs shall:

- have an internal QA monitoring capacity;
- apply QM practices and procedures in compliance with their accreditation, the signed MoU, their approved SOPs and this NMAS;
- conduct formal internal QA monitoring at least every other month in addition to ongoing monitoring during work;
- maintain and make available documentation, reports, records, and other data on demining activities and internal monitoring processes as requested by the LMAC;
- facilitate on-site monitoring visits as requested;
- educate and inform their task site managers about their responsibility to cooperate with LMAC QA monitors; and
- take all corrective action as recommended by the LMAC QA/QC team.

	LEBANON NATIONAL MINE ACTION STANDARDS		Edition 2.1	NMAS 07.40
	ANNEX A: Normative and Informative References			
March 2020				

The documents listed below constitute normative references and form an integral part of the provisions of this standard:

- Current LMAC and IMSMA reporting formats (request copies from the LMAC);
- NMAS 05.10 Information Management;
- NMAS 06.10 Management of Training;
- NMAS 07.12 Quality Management
- NMAS 07.14 Risk Management
- NMAS 07.30 Guide for the Accreditation of Mine Action Organizations and Operations;
- NMAS 10.10 General Guidelines for the Development of Safety and Occupational Health Systems;
- NMAS 10.20 Demining Worksite Safety;
- NMAS 10.30 Personal Protective Equipment;
- NMAS 10.40 Medical Support to Demining Operations;
- NMAS 10.60 Reporting and Investigation of Demining Incidents;
- NMAS 10.70 Protection of the Environment; and
- NMAS 04.10 Glossary of Mine Action Terms, Definitions, and Abbreviations used in the Second Edition of the NMAS.

In addition to the normative references listed above, the following informative reference may be consulted:

- IMAS 07.40 Monitoring of Mine Action Organizations; and
- ISO 9000: 2015.

NMAS 07.40, 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	Minor revisions throughout.