

CDOIF Terms of Reference

Background

CDOIF is a collaborative venture aimed at delivering health, safety and environmental improvements with cross-sector benefits.

It does this through the sharing of information and identification by members of key issues and topics, agreement on appropriate action and the initiation of task and finish groups to deliver solutions, for example producing guidance that is jointly agreed between all parties.

Matters of potential concern can where appropriate be escalated to the COMAH Strategic Forum (this would be where it is a strategic COMAH/Major Accident Hazard issue), and conversely the CSF can commission work from CDOIF.

Work Scope

CDOIF will commission start and finish task groups to develop guidance following agreement between participating organisations. Guidance will be developed under work-streams including:

- Process Safety
- Environment
- Legislation
- Occupational Health
- Occupational Safety

Topic leads are appointed from CDOIF membership for each of the work-streams and have the following duties:

- Liaise with stakeholders to review existing guidance and identify potential areas for guidance development
- Lead the discussion on work-stream at CDOIF meetings
- Report progress on key tasks

Proposals for the development of guidance can either come from individual CDOIF members, or from other relevant groups, for example the COMAH Strategic Forum.

Draft guidance will be issued for stakeholder review through member organisations. Following approval of the guidance by CDOIF, member's publication will be made where agreed and appropriate.

Participating Organisations

Membership of CDOIF includes, but is not limited to the following organisations:

COMAH Competent Authority

UNITE the union

Industry Trade Associations

Sector skills bodies

Technical institutes

Membership is periodically reviewed to ensure that group members not only continue to attend but also play an active part in the Forum.

CDOIF is chaired by the Health and Safety Executive.