

MATCHTECH 



GATTACA GROUP'S RAIL RECRUITMENT SPECIALISTS

Safety Briefing

July 2023

WORKING TOGETHER TO PROVIDE THE BEST RAIL TALENT IN THE UK



CIRAS – Confidential Incident Reporting and Analysis System

Ciras, the Confidential Incident Reporting and Analysis System, plays a pivotal role in the UK rail industry, acting as a crucial reporting company that aims to ensure safety and efficiency on the tracks.

Ciras operates as an independent organization that offers a platform for rail industry workers to anonymously report safety concerns, near-misses, and potential hazards they encounter in their daily work.

Its primary purpose is to provide a secure and confidential channel for frontline staff to share vital information, enabling the industry to identify and address safety issues promptly. By encouraging open communication and fostering a reporting culture, Ciras contributes to the ongoing improvement of safety standards across the UK rail network, ultimately safeguarding both passengers and workers alike.

[Industry Safety briefings](#) / [COVID 19 Link](#) / [24 hour on-call details](#) / [Safety sQuaRed](#) / [CIRAS details](#).

Confidential Incident Reporting and Analysis System

Ciras has received numerous request for them to create an APP and now you can download the FREE CIRAS reporting app directly to your phone!

- The CIRAS reporting app means that you can report health, safety and wellbeing concerns in confidence simply and quickly. You can also save your details on the app to make reporting quicker next time.
- CIRAS will protect your identity and pass your concern to the relevant company – whether it's your employer or another business.

Confidential Incident Reporting and Analysis System

Download the APP today;

Android users can use the Google Play store link;

<https://play.google.com/store/apps/details?id=com.cirasapp&pli=1>

Apple phone users can use the App store;

<https://apps.apple.com/gb/app/ciras/id1670581772?platform=iphone>



Confidential Incident Reporting and Analysis System

Ciras's role as a trusted reporting company cannot be overstated.

With its commitment to confidentiality, it ensures that rail industry employees can freely disclose safety incidents and observations without fear of reprisal or compromising their job security. This open line of communication empowers workers to report near-miss incidents, hazards, and potential risks that may go unnoticed otherwise.

Ciras collects and analyses the reports received, providing valuable insights and data to industry stakeholders. By identifying recurring trends or patterns, Ciras helps the rail industry proactively address safety issues, implement necessary improvements, and develop targeted training programs.

The organization's collaboration with rail companies, trade unions, and regulators demonstrates its dedication to promoting a culture of safety and continuous improvement throughout the entire industry. Ciras's invaluable contributions not only enhance the overall safety of the UK rail network but also inspire confidence among both employees and passengers in the system's commitment to their well-being.

Safety briefing links

Safety Central

- Network Rail share updates of recent incidents, accidents and best practice advice online. Please get into the habit of checking this website for the latest news;

<https://safety.networkrail.co.uk/tools-resources/safety-bulletins/>

Southern Shield

- Southern Shield is a collaborative safety forum that consists of Network Rail Southern Capital Delivery and its principal contractors. On their website they have useful articles and explain the rules of the Southern Shield charter, which is mandatory on some southern sites.

<https://www.southernshield.co.uk/>

Railway Rule book

- Add this website address to your browser favourites to ensure that you always have access to the

Network Rail Rulebook modules

Previous monthly rail briefings.

- **Historical safety briefings** - **<https://www.resourcing-solutions.com/health-and-safety-briefings>**
- **Latest company policies** - **<https://www.resourcing-solutions.com/safety-zone/company-policies>**



Work-safe Procedure

This is for anyone to use, it works as follows:

If you believe the Safety Arrangements to be inadequate:

Stop Work and talk to the Team Leader or person in charge; they should:

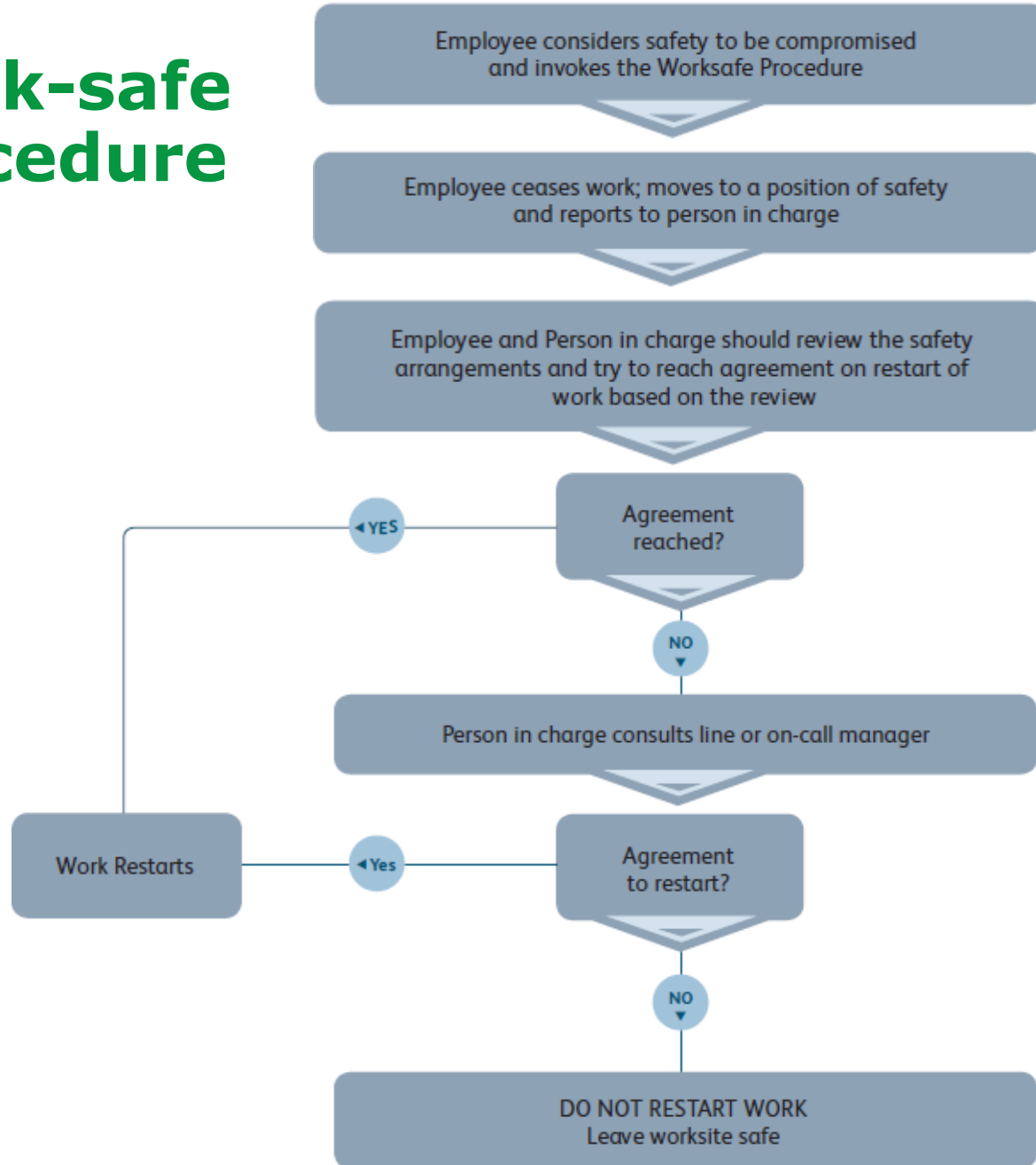
- o Review the arrangements
- o Change them if necessary and re-brief

If you are still unhappy **DO NOT RESTART**; escalate to the next level by contacting one of the following:

Your Line Manager, Your Safety Rep, Any member of the management team, The DU Safety Advisor, Network Rail Control, RSL/MT on-call **07786 265531**

- **Do not start work until you are satisfied** that the safety arrangements are appropriate to the activity

Work-safe Procedure



Changes to your shift times and increased fatigue risk



It is important that you notify your consultant as soon as possible if there is a change to your rostered work pattern while working on the Network Rail Infrastructure.

As part of our commitment to you and our obligations to monitor and manage your fatigue, we must always have an accurate understanding of where and when you are working.

In addition, you also have a legal obligation to ensure that you are safe to work, the Health and Safety at Work Act 1974. This states that **“Workers have a duty to take care of their own health and safety and that of others who may be affected by their acts or omissions at work”**

Do not start work until you are satisfied that the safety arrangements are appropriate to the activity

- Never, ever drive while feeling tired
- If you are starting to feel fatigue while onsite then instigate the work safe procedure.



Contact the Rail team

24 hour on call - 07786 265531

Use this on-call number if you need to contact someone from the company urgently, for example to report an accident / incident or if you are being pressured to do something that you are not comfortable with, such as being asked to exceed the working hours rules etc.

Store this number in your phone in case of an emergency

This number is **not to be used** to query timesheets or to enquire about vacancies, it is an emergency contact number.

- If you would like to suggest a topic for future safety briefings, or need to talk to someone in confidence then email the Rail HSQE manager Joe Christopherson; jchristopherson@matchtech.com

Your Feedback is always welcomed, email us at RSL/MT

safety@resourcing-solutions.com

Safety sQuaRed

See it, Scan it, Share it

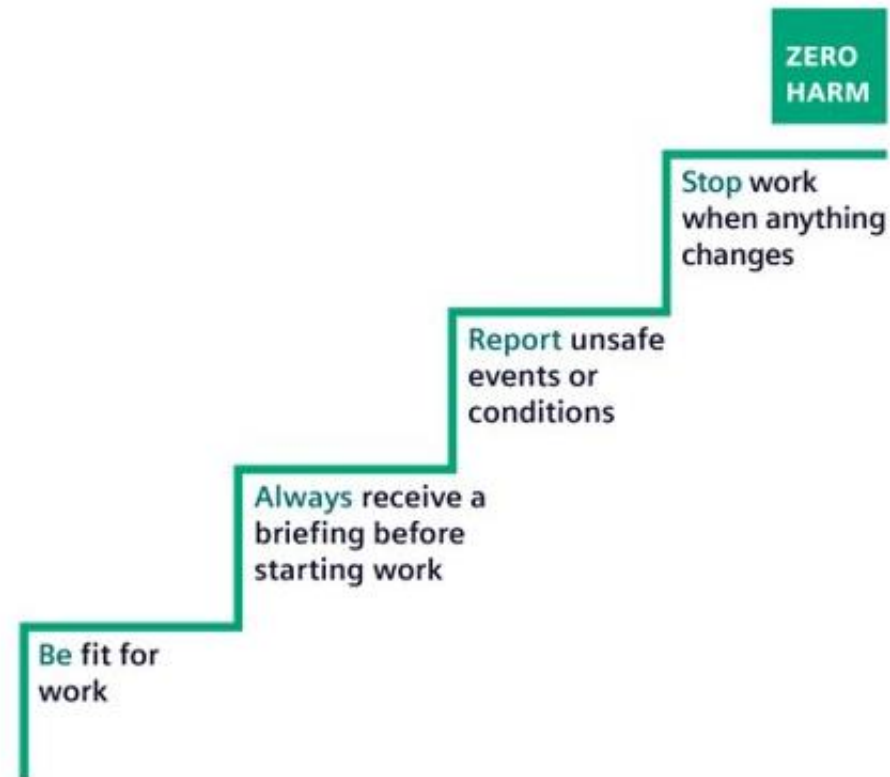


<https://www.gattacaplc.com/report-near-misses>

4 Steps to Zero Harm

Our Priority: Your safety and wellbeing is our absolute priority. We believe that Zero Harm is achievable each and every day by following the four steps and through our behaviours.

Our expectation of everyone, whether an employee / an agency worker or a contractor, is that you will know and live by the 4 Steps.



Our Lifesaving Rules



Always be sure the required plans and permits are in place, before you start a job or go on or near the line.



Never use a hand-held or hands-free phone, or programme any other mobile device, while driving.



Always use equipment that is fit for its intended purpose.



Always test before applying earths or straps.



Never undertake any job unless you have been trained and assessed as competent.



Never assume equipment is isolated – always test before touch.



Never work or drive while under the influence of drugs or alcohol.



Always use a safety harness when working at height, unless other protection is in place.



Always obey the speed limit and wear a seat belt.



Never enter the agreed exclusion zone, unless directed to by the person in charge.



Report hotline:
0800 4 101 101

Report textline:
07507 285 887

Freepost: CIRAS
www.ciras.org.uk