

September 2020 ACS Rail Updates

Welcome to the **September 2020** edition of ACS Rail updates.

The following pages contain summaries of updates which may be relevant to you. Please brief and distribute this information to the relevant people as per your internal procedures.

The ACS Team

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BRIEFING REQUIREMENTS:

NOTE: Contractors are responsible for arranging and undertaking and recording their own Safety and Awareness Briefings in accordance with their own processes and procedures.



Changes to Network Rail Standards

Issue 117: 05th September 2020 – 04th December 2020

Making sure you are aware of the relevant standards

Every employee has a duty to comply with any mandatory Network Rail company standards and procedures relevant to their role. It is vital therefore that all employees are aware of which standards are relevant to their area of work, and where to find them.

Welcome to the Network Rail Standards Portal

https://global.ihs.com/csf_home.cfm?&csf=NR

This site provides access to Network Rail standards. These are made freely available to all Network Rail suppliers and partner organisations through the use of a membership function.

For this access you will need to do the following:

- Create an online account by clicking My Account and selecting Create New Account.
- Search for the standard(s) that you wish to obtain and click Add to Cart
- When you have finished shopping, click on Cart then click on View Shopping Cart
- In the Membership Information section of the shopping cart, enter your Company Registration Number in the Membership# box and click the Add button

At that point, a 100% discount will be applied to your order, and you may proceed to checkout. All first time users will need to be verified for eligibility before receiving the standard(s) ordered. This may take up to seven days. Once your eligibility has been verified you will receive an e-mail with a link to the PDF of the standard.

NOTE: Organisations with access to the online collection of Network Rail Standards delivered via IHS Markit's Engineering Workbench platform should continue to access standards via that service.

Other Information

Network Rail Standards Subscriptions

IHS Global Ltd

Phone: 01344 328000 or email customer.support@ihs.com

Network Rail Standards & Controls Publications Manager

Neil Whitaker

Phone: 01908 782564

Network Rail Standards Hard Copy Document Centre

IHS Retail

Phone: 01344 328039

Fax: 01344 328005 or email: emeastore@ihs.com

Railway Group Standards

Rail Safety & Standards Board Enquiry Desk

Phone: 020 3142 5400 Website www.rssb.co.uk

Network Rail Technical Drawings

National Records Group

Email: nrgcivils@networkrail.co.uk

You must make sure that the team and the activities for which you are responsible comply with the Network Rail company standards and procedures. By doing this, you will be complying with the Network Rail Health & Safety Management System and relevant legislation.

The following pages contain summary extracts of the changes / new issue to the Network Rail Company Standards which may be relevant to you.

Standards Updates

New and Up-Issued Standards Issue 117 - 05 September 2020

References	Title	Replaces
NR/GN/MTC/089 Issue 1	Guidance for the Exchange of Asset Data and the Continuing Maintenance of Assets Undergoing Change	New
NR/GN/SIG/50015 Issue 3	Methodology for the Demonstration of Electrical Compatibility with Reed FDM Systems on the AC and DC Railways	NR/SP/SIG/50015 Issue 2
NR/L1/INF/02200 Issue 1	Digital Preservation Policy	New
NR/L2/CIV/003 Issue 6	Engineering and Architectural Assurance of Building and Civil Engineering Works	NR/L2/CIV/003 Issue 5
NR/L2/CIV/150 Issue 1	Station Wayfinding, Design & Assurance Procedure	New
NR/L2/ELP/27311 Issue 6	Engineering Assurance Requirements for Design and Implementation of Electrical Power	NR/L2/ELP/27311 Issue 6
NR/L2/MTC/PL0175 Issue 7	Infrastructure Maintenance Planning Handbook	NR/L2/MTC/PL0175 Issue 6
NR/L2/OHS/00112 Issue 3	Worksafe Procedure	NR/L2/OHS/00112 Issue 2
NR/L2/RMVP/27035 Issue 2	Depot Protection Systems	RT/E/C/27035 Issue 1
NR/L2/RMVP/27176 Issue 3	Controlled Emission Toilet Servicing Installation	NR/SP/ELP/27176 Issue 2
NR/L2/SIG/11774 Issue 4	Clamp Lock Handbook	NR/L2/SIG/11774 Issue 3
NR/L2/TEL/30135 Issue 5	Video Surveillance Systems (VSS)	NR/L2/TEL/30135 Issue 4
NR/L2/TRK/4239 Issue 2	Track Bed Investigation, Design and Installation	NR/L2/TRK/4239 Issue 1
NR/L3/CIV/00012 Issue 2	Road Vehicle Incursions: Risk Assessment of Public and Non-Public Bridge and Neighbouring Sites	NR/L3/CIV/00012 Issue 1
NR/L3/CIV/066 Issue 1	Managing the Risks to the Railway from Landfill Operations	NR/L3/CIV/037 Issue 3
NR/L3/CIV/151/F010 Issue 16	Index of Standard Designs and Details for Building and Civil Engineering Works	NR/L3/CIV/151/F010 Issue 15
NR/L3/CIV/185 Issue 3	Management of Reports of Safety Related Geotechnical Incidents	NR/L3/CIV/185 Issue 2
NR/L3/ELP/27237 Issue 20	Overhead Line Work Instruction	NR/L3/ELP/27237 Issue 19
NR/L3/ELP/27240 Issue 10	Distribution Work Instructions	NR/L3/ELP/27240 Issue 9
NR/L3/MTC/MG0176 Issue 6	Ellipse Management Handbook	NR/L3/MTC/MG0176 Issue 5
NR/L3/MTC/MG0213 Issue 16	Index of Standard Maintenance Forms	NR/L3/MTC/MG0213 Issue 15
NR/L3/MTC/RCS0216 Issue 18	Risk Control Manual	NR/L3/MTC/RCS0216 Issue 17
NR/L3/MTC/SE0220 Issue 2	Planning and Delivering Safe Working at Height	NR/L3/MTC/SE0220 Issue 1
NR/L3/OPS/021 Issue 5	Weather Management Index	NR/L3/OPS/021 Issue 4
NR/L3/OPS/045 Issue 11	National Operating Procedures Index	NR/L3/OPS/045 Issue 10
NR/L3/SCO/313 Issue 8	On-Track Machines (OTMs) Driver and Operations Standards manual	NR/L3/SCO/313 Issue 7
NR/L3/SCO/320 Issue 2	Supplier Quality Assurance (SQA)	NR/L3/SCO/320 Issue 1
NR/L3/TEL/30181 Issue 4	Telecommunications Maintenance Work Instructions Handbook	NR/L3/TEL/30181 Issue 3 NR/L2/TEL/30080 Issue 3 NR/L2/TEL/30083 Issue 2 NR/L2/TEL/30084 Issue 3 NR/L2/TEL/30113 Issue 2 NR/L2/TEL/30114 Issue 2 NR/L2/TEL/30118 Issue 2
NR/L3/TEL/40047 Issue 3	Process for the Management of Safety Related Reports for Telecoms Failures	NR/L3/TEL/40047 Issue 2
NR/L3/XNG/207 Issue 1	Level Crossing Manager Competence Framework	NR/L3/OPS/045/2.07 Issue 1
NR/L3/XNG/308 Issue 1	Risk Assessing Level Crossings	NR/L3/OPS/045/3.08 Issue 1
NR/L3/XNG/309 Issue 1	Level Crossing Administration	NR/L3/OPS/045/3.09 Issue 1

Withdrawn, Closed and Superseded Documents

References	Title	Replaced by/Status
NR/L2/CIV/003 Issue 5	Engineering and Architectural Assurance of Building and Civil Engineering Works	NR/L2/CIV/003 Issue 6
NR/L2/ELP/27311 Issue 5	Engineering Assurance Requirements for Design and Implementation of Electrical Power	NR/L2/ELP/27311 Issue 6
NR/L2/MTC/PL0175 Issue 6	Infrastructure Maintenance Planning Handbook (+ Mod1, 2, 3)	NR/L2/MTC/PL0175 Issue 7
NR/L2/OHS/00112 Issue 2	Worksafe Procedure	NR/L2/OHS/00112 Issue 3
NR/L2/SIG/11774 Issue 3	Clamp Lock Handbook	NR/L2/SIG/11774 Issue 4
NR/L2/TEL/30080 Issue 3	Specification for the Maintenance of Whiteley PETS	NR/L3/TEL/30181 Issue 4
NR/L2/TEL/30083 Issue 2	Specification for the Maintenance of Telephone Instruments in Operational Buildings	NR/L3/TEL/30181 Issue 4
NR/L2/TEL/30084 Issue 3	Specification for the Maintenance of Lineside Telephones and Tail Cables	NR/L3/TEL/30181 Issue 4
NR/L2/TEL/30113 Issue 2	Specification for the Maintenance of Clocks	NR/L3/TEL/30181 Issue 4
NR/L2/TEL/30114 Issue 2	Specification for the Maintenance of CIS Control Equipment	NR/L3/TEL/30181 Issue 4
NR/L2/TEL/30118 Issue 2	Specification for the Maintenance of LCD, LED & TFT Displays	NR/L3/TEL/30181 Issue 4
NR/L2/TEL/30135 Issue 4	Video Surveillance Systems (CCTV)	NR/L2/TEL/30135 Issue 5
NR/L2/TRK/4239 Issue 1	Track Bed Investigation, Design and Installation	NR/L2/TRK/4239 Issue 2 (Withdrawn 04/2020)
NR/L3/CIV/00012 Issue 1	Road Vehicle Incursions: Risk Assessment of Public and Non-Public Bridge and Neighbouring Sites	NR/L3/CIV/00012 Issue 2
NR/L3/CIV/151/F010 Issue 15	Index of Standard Designs and Details for Building and Civil Engineering Works	NR/L3/CIV/151/F010 Issue 16
NR/L3/CIV/185 Issue 1	Management of Reports of Safety Related Geotechnical Incidents	NR/L3/CIV/185 Issue 3
NR/L3/ELP/27237 Issue 19	Overhead Line Work Instructions	NR/L3/ELP/27237 Issue 20
NR/L3/ELP/27240 Issue 9	Distribution Work Instructions (+ INDEX, ABBREVI, C02, C16t)	NR/L3/ELP/27240 Issue 10
NR/L3/MTC/MG0176 Issue 5	Ellipse Management Handbook (+ Mod 5)	NR/L3/MTC/MG0176 Issue 6
NR/L3/MTC/MG0213 Issue 15	Index of Standard Maintenance Forms	NR/L3/MTC/MG0213 Issue 16
NR/L3/MTC/RCS0216 Issue 17	Risk Control Manual (+ SP21, TK49)	NR/L3/MTC/RCS0216 Issue 18
NR/L3/MTC/SE0220 Issue 1	Working Safely at Height Manual	NR/L3/MTC/SE0220 Issue 2
NR/L3/OPS/021 Issue 4	Weather Management Index	NR/L3/OPS/021 Issue 5
NR/L3/OPS/045 Issue 10	National Operating Procedures Index (+Mod 2.06, 2.07, 2.12, 3.08, 3.09)	NR/L3/OPS/045 Issue 11
NR/L3/OPS/045/2.07 Issue 1	Level Crossing Manager Competence Framework	NR/L3/XNG/207 Issue 1
NR/L3/OPS/045/3.08 Issue 1	Risk Assessing Level Crossings	NR/L3/XNG/308 Issue 1
NR/L3/OPS/045/3.09 Issue 1	Level Crossing Administration	NR/L3/XNG/309 Issue 1
NR/L3/SCO/313 Issue 7	On-Track Machines (OTMs) Driver and Operations Standards Manual (+SP1.08, SP1.11, SP2.05, SP2.05AA, SP3.03, SP3.04, SP3.04AA, SP4.05, SP4.11)	NR/L3/SCO/313 Issue 8
NR/L3/SCO/320 Issue 1	Supplier Quality Assurance (SQA)	NR/L3/SCO/320 Issue 2
NR/L3/TEL/30181 Issue 3	Telecoms Maintenance Work Instructions Handbook (+ Mod 7, 8)	NR/L3/TEL/30181 Issue 4
NR/L3/TEL/40047 Issue 2	Process for the Management of Safety Related Reports for Telecoms Failures	NR/L3/TEL/40047 Issue 3
NR/SP/ELP/27176 Issue 2	Design of Retention Toilet Servicing Installations	NR/L2/RMVP/27176 Issue 3
NR/SP/SIG/50015 Issue 2	Methodology for the Demonstration of Compliance with Reed FDM Systems on the AC & DC Railways	NR/GN/SIG/50015 Issue 3
RT/E/C/27035 Issue 1	Depot Protection Equipment List	NR/L2/RMVP/27035 Issue 2

Emergency Changes (Previously Known as Letters of Instruction)

To access any active Emergency Change you need to refer to its associated Network Rail Standard. The front page of the standard will provide details of the relevant change. When using the online service there will be an active link to each relevant change.

Historic changes (where text has been crossed out) will be removed next publication. Please note, some changes may stay current after the stated Expiry Date

Reference	Title	Issue	Date
NR/BS/LI/453	Standard/control document affected: NR/L3/OPS/021 (Issue 4/5) Weather Management Index	1	18/08/2020
NR/BS/LI/452	Standard/control document affected: NR/L3/ELP/29987 (Issue 5) Working on or About 25kV AC Electrified Lines	1	14/08/2020
NR/BS/LI/447	Standard/control document affected: NR/SP/ELP/21060 (Issue 2), Issue of Safety Documentation for Work on 650/750 V dc Apparatus	1	12/06/2020
NR/BS/LI/446	Standard/control document affected: NR/L3/ELP/29987 (Issue 5), Working on or About 25 kV a.c Electrified Lines	1	21/05/2020
NR/BS/LI/445	Standard/control document affected: NR/L3/ELP/27241 (Issue 4), Fixed Plant Work Instructions	1	27/03/2020
NR/BS/LI/444	Standard/control document affected: NR/L2/ELP/27238 (Issue 7), Maintenance Specification for Fixed Plant Equipment	1	27/03/2020
NR/BS/LI/443	Standard/control document affected: NR/L2/ELP/21088 (Issue 3), General Maintenance Parameters for Overhead Line Electrification Equipment	1	25/03/2020
NR/BS/LI/442	Standard/control document affected: NR/L2/TRK/1054 (Issue 5), Inspection of Cast, Welded and Fabricated Crossings in the Track	1	25/03/2020
NR/BS/LI/441	Standard/control document affected: NR/L2/TRK/053 (Issue 9), Inspection and Repair to Control the Risk of Derailment at Switches	1	25/03/2020
NR/BS/LI/440	Standard/control document affected: NR/L2/TRK/001 (Issue 15), Inspection and Maintenance of Permanent Way	1	25/03/2020
NR/BS/LI/432	Standard/control document affected: NR/L3/SIG/10661 (Issue 18/19), Signalling Maintenance Task Intervals	1	23/03/2020
NR/BS/LI/429	Standard/control document affected: NR/SP/CTM/016 Issue 1, Competency & Training in Fixed Plant Engineering	1	15/06/2020
NR/BS/LI/428	Standard/control document affected: NR/L3/TRK/3510 Issue 2, Rail Friction Management, NR/L3/TRK/3510/A01 Issue 1, Lubrication of Plain Line Running Rails, Check Rails and S&C	1	20/07/2020
NR/BS/LI/427	Standard affected: NR/L2/ELP/27229 (Issue 2), Specification for Remote Control Equipment for Electrical Distribution Systems Superseded by NR/L2/ELP/27551 Issue 1. To be withdrawn on 6 June 2020	1	13/11/2019
NR/BS/LI/426	Standard/control document affected: NR/L1/CIV/032 (Issue 2), The Management of Structures	2	20/07/2020
NR/BS/LI/425	Standard/control document affected: NR/L2/ELP/27325 Train Borne Monitoring of Traction Power Contact Systems Expired 9 May 2020	1	10/05/2019
NR/BS/LI/424	Standard/control document affected: NR/SP/SIG/19812 (issue 1), Cross Track Cable Management	1	18/04/2019
NR/BS/LI/419	Standard/control document affected: NR/L3/ELP/29987 [Working On or About 25 kV a.c. Electrified Lines] (Issue 5)	2	13/02/2020
NR/BS/LI/416	Standard/control document affected: NR/L2/CTM/018 Issue 2, Competency & Training in Traction Power Distribution Expired 5 February 2020	1	05/02/2019
NR/BS/LI/413	Standard/control document affected: NR/L2/OHS/022 Issue 1, Working Safely at Height Superseded by NR/L2/OHS/022 Issue 2. To be withdrawn on 6 June 2020.	1	04/01/2019
NR/BS/LI/389	Standard affected: NR/L2/SIG/30009 (Issue 11), Signalling Principles Handbook	1	13/02/2017
NR/BS/LI/383	Standard affected: NR/L2/CTM/021 (Issue 4), Competence and Training	2	08/12/2016
NR/BS/LI/371	Standard affected: NR/L2/CIV/162 (Issue 2), Platform Extensions. Location of Metal Structures on Third Rail Area Station Platforms	1	02/03/2016
NR/BS/LI/348	Requirements for undertaking the roles of Lead Examiner and Examining Engineer for the examination of Tunnels. Standards affected: NR/L3/CIV/006 Part 4A Issue 1, NR/L3/CIV/006 Part 4B Issue 1 and NR/L3/CIV/006 Part 1D Issue 1. Superseded by NR/L3/CIV/006 Issue 9 – Historic on 1 April 2021	1	23/02/2015
NR/BS/LI/347	Standard affected: NR/L2/CTM/028 (Issue 2), Competence and Training	1	16/01/2015

Standards Updates

Reference	Title	Issue	Date
NR/BS/LI/342	Standard affected: NR/SP/ELP/21028 (Issue 3). Specification for Ancillary Wiring of Electrical Distribution Equipment on A.C. and D.C. Electrified Lines	1	13/04/2016
NR/BS/LI/331	Requirements for parapet heights on over bridge and footbridge structures spanning overhead line electrification equipment	2	07/08/2015
NR/BS/LI/328	Standard affected: NR/SP/ELP/21104 (ISSUE 2). Design and Installation of Electric Track Equipment for DC Electrified Lines	1	28/03/2014
NR/BS/LI/326	Standard affected: NR/L2/OHS/050 (Issue 4), Sentinel Scheme Rules	1	16/04/2014
NR/BS/LI/306	Standard affected: NR/L1/CIV/032: The Management of Structures [Issue 2]	2	26/09/2014
NR/BS/LI/305	Standards Affected: NR/L2/TRK/001 Issue 6. NR/L2/TRK/2102 Issue 6. NR/L2/TRK/3038 Issue 5. NR/L2/TRK/0032 Issue 5. NR/L2/TRK/0132 Issue 6. NR/L3/TRK/3510/A01 Issue 1. NR/L3/TRK/3510/B01 Issue 1. NR/L3/TRK/1015 Issue 2	2	31/01/2014
NR/BS/LI/292	NR/L3/TRK/1010 (Issue 2). Management of Responses to Extreme Weather Conditions at Structures. Earthworks and other Key Locations	1	18/07/2013
NR/BS/LI/256	Standard affected: NR/SP/ELP/27243 (Issue 1). Specification for Signalling Power Supplies	2	24/10/2016
NR/BS/LI/217	Standards affected: NR/SP/ELP/27224 [Issue: 2] Specification for the installation of cable routes forming part of the traction distribution system	4	25/01/2016
NR/BS/LI/163	Standard affected: RT/CE/S/130 (Issue 1). Flash-Welded Rails: Site Welded Strings	2	01/10/2010
NR/BS/LI/154	Use Of The Geismar THR542 Lightweight Stressing Equipment In Tandem. Standard affected: NR/L2/TRK/3011 (Issue 6)	1	18/01/2010
NR/BS/LI/106	Electric Points Heating - standard affected NR/L2/ELP/40045	2	01/09/2011
NR/BS/LI/101	Standard affected: RT/CE/S/077 Storage. Installation & Testing of TSR & ESR AWS	1	08/09/2008
NR/BS/LI/097	Standard affected NR/WI/ELP/27052 Work Instructions for DC electrified lines in the Northern city line Superseded by NR/WI/ELP/27052 Issue 5 – Historic on 6 June 2020	1	04/06/2008
NR/BS/LI/091	Use of CEMBRE Rail Web Connection Systems on DC Conductor Rail - standard affected NR/GN/ELP/27020	1	27/05/2008
NR/BS/LI/061	Dangerous Incident Notification: 11kV indoor switchgear type YSF6 manufactured by Yorkshire Switchgear	1	23/11/2006
NR/BS/LI/060	Traction electrical distribution sites with compromised earthing due to theft of cables - affected standard NR/SP/ELP/21032	1	23/11/2006
NR/BS/LI/047 - E&P	Bimold Connections on Rectifier Transformers at DC Traction Substations	1	05/05/2006
NR/BS/LI/040	650 V D.C. Traction Power Cables - Support Systems - affected standard NR/SP/ELP/27224	1	20/12/2005
NR/BS/LI/032	Labelling of Track Isolating Switches (T.I.S)	1	17/10/2005
NR/BS/LI/028	Segregation of D.C. Track Feed Cables	1	22/08/2005
NR/BS/LI/025	Paralleling of EDFE Supply Points New Cross - Croydon. Wimbledon. Northfleet: Restrictions	3	07/01/2008

RSSB - Standards and the rail industry

Access all current (and many withdrawn) Railway Group Standards, Rail Industry Approved Codes of Practice (RACOPs), Guidance Notes (GNs) and Rail Industry Standards (RISs).

<http://www.rssb.co.uk/railway-group-standards>

Useful links:

- [Catalogues](#)
- [Latest Updates to Standards](#)
- [Using Standards](#)
- [Finding and staying up-to-date with standards](#)

Railway Group Standards (RGSs)

Mandatory requirements for the GB mainline railway system are defined in Railway Group Standards (RGSs). They facilitate the management and operation of the mainline railway as a shared system. RGSs set out technical requirements applicable to vehicles or the infrastructure, or processes applicable to transport operators.

<http://www.rssb.co.uk/railway-group-standards>

Rule Book (GE/RT8000)

The Rule Book (GE/RT8000) and other National Operations Publications are documents that contain direct instructions for railway staff.

The Rule Book is held in printed copy by over 100,000 people, and as such is probably the best known and most widely distributed in the entire RSSB catalogue. Even greater numbers of people are known to use it as a reference and information document both from the United Kingdom and abroad using the online version.

You can still order hard copies of individual standards and Rule Book modules or handbooks from Willsons External link (Tel: 01636 702334) or download them from the Railway Group Standards section of this site.

Rule Book App

Get 24/7 access to the Rule Book via your phone, tablet, desktop or laptop with the Rule Book App. It's easy to use, search, personalise and update, and you can acknowledge amendments with one touch. Find out more on our dedicated [Rule Book App page](#).

Rule Book Briefing Leaflet

[GERT8000-RBBL Iss 34](#)
[GERT8000-RBBL Iss 33.1](#)

Supersedes GERT8000-RBBL Iss 33.1 with effect from 05/12/2020
Live

GE/RM8000 Master Module Manual

RSSB has produced this manual to provide end-users with access to the content of GE/RT8000 (The Rule Book) that is relevant to all roles as defined in the Rule Book Matrix published by RSSB.

[GERM8000-master-module Iss 8](#)

Issued: 07/09/2019

In Force: 07/12/2019



Controlled Document List 05 September 2020

Ref. / Title	Issue No	Issue Date
RAIL MANAGEMENT SYSTEM		
Rail Management System		

Ref. / Title	Issue No	Issue Date
GROUP STANDARDS - http://www.rssb.co.uk/railway-group-standards		
GERM8000 Possession Workers Manual	4	09/2019
GERM8000 Possession Workers Manual	5	09/2020
GERM8000 Track Workers Manual	6	09/2019
GERM8000 Track Workers Manual	7	09/2020
GERM8000-master-module Master Module Manual	7	09/2019
GERM8000-master-module Master Module Manual	8	09/2020
Modular Rulebook GE/RT8000/ (See separate page for listed modules and issue dates)	-----	-----
GLRT1210 AC Energy Subsystem and Interfaces to Rolling Stock Subsystem	2	12/2019
GLRT1212 DC Conductor Rail Energy Subsystem and Interfaces to Rolling Stock Subsystem	1	09/2015
GOGN3655 Guidance on Medical Fitness for Railway Safety Critical Workers	2	06/2014
RIS-1530-PLT Rail Industry Standard for Technical Requirements for On-Track Plant and their Associated Equipment and Trolleys	6	12/2015
RIS-2750-RST Supplier Assurance	1	12/2017
RIS-3118-TOM Incident Response Planning & Management	2	12/2019
RIS-3119-TOM Accident and Incident Investigation	2.2	03/2019
RIS-3279-TOM High Visibility Clothing	2	09/2019
RIS-3701-TOM Confidential Reporting System for Rail Staff	2.1	12/2019
RIS-8046-TOM Spoken Safety Critical Communications	2	12/2016
RIS-8047-TOM Reporting of Safety Related Information	2	03/2018
RIS-8070-TOM Testing Railway Safety Critical Workers for Drugs and Alcohol	1	12/2016

Ref. / Title	Issue No	Issue Date
LONDON UNDERGROUND (LU) STANDARDS		
LUL G1163 Stations DLO - Failure Reporting Analysis & Corrective Action System (FRACAS)	A2	11/2015
LUL G1164 Making a Referral to the Drug and Alcohol Advisory and Treatment Service	A2	04/2014
LUL G1234 Incident recording, investigation and reporting	A4	04/2017
LUL G1241 Alcohol and Drugs at Work Guidelines and Information For Managers	6	07/2009
LUL G1242 Alcohol and Drugs at Work – Managers For Cause and Post Incident Check List	A4	04/2020
LUL G1249 Environmental Incident Categories	A5	07/2018
LUL G2020 Wuhan novel coronavirus	A1	01/2020
LUL G557 Electronic Incident Reporting Form (eIRF)	A5	03/2014
LUL LF29 Incident investigation & reporting or recording What you need to remember	01	n/a
LUL R0350 Guidance and advice for the use of personal protective equipment	A1	01/2014
LUL R0403 Personal Protective Equipment (PPE) catalogue	1.1	01/2014
LUL S1251 Alcohol and Work; includes Written Notice 12/24/2014, 6/16/2015	A2	11/2011

Controlled Documents



Ref. / Title	Issue No	Issue Date
LONDON UNDERGROUND (LU) STANDARDS		
LUL S1257 Drugs and Work; Includes Written Notice 01317: 12/24/2014	A2	11/2011
LUL S1548 Safety Critical Work	A6	02/2020
LUL S1538 Assurance	A16	04/2020
LUL S1552 Contract QUENSH Conditions Incorporating written notice: 10/05/2017, 02/05/2019	A18	11/2016
LUL S1601 Management Arrangements to Assure Medical Fitness	A5	01/2012
LUL TE-HBS-0017 Managing competence and training	A1 Cat 3	02/1995

Ref. / Title	Issue No	Issue Date
NETWORK RAIL STANDARDS		
NR/CAT/STP/001 Catalogue of Network Rail Standards	117	09/2020
PTS Handbook RT 3170	09	06/2013
NR/L2/AMG/1030 Working Safely in the Vicinity of Buried Services	1	12/2008
NR/GN/CIV/208 Ground Investigation	1	12/2018
NR/L2/CIV/003 Engineering and Architectural Assurance of Building and Civil Engineering Works	5	12/2018
NR/L2/CIV/003 Engineering and Architectural Assurance of Building and Civil Engineering Works	6	09/2020
NR/L2/CIV/035 Management of Structures	2	06/2019
NR/L2/CIV/086 Management of Earthworks	9	03/2019
NR/L2/CIV/250 Landlord's Consent	1	03/2020
NR/L2/CIV/295 Scour Assessment of Bridges, Culverts and Retaining Walls	2	09/2018
NR/L3/CIV/00012 Road Vehicle Incursions: Risk Assessment of Public and Non-Public Bridge and Neighbouring Sites	2	09/2020
NR/L3/CIV/006 Handbook for the Examination of Structures	9	09/2019
NR/L3/CIV/040 Work Instruction for the use of Protective Coating Systems	2	06/2019
NR/L3/CIV/170 Assessment of Tunnels	1	03/2019
NR/L3/CIV/185 Management of Reports of Safety Related Geotechnical Incidents	2	09/2017
NR/L3/CIV/185 Management of Reports of Safety Related Geotechnical Incidents	3	09/2020
NR/L3/CIV/190 Developing Extreme Weather Plans	1	12/2017
NR/GN/CPR/401 Guidance on Contractual Health and Safety Requirements	1	12/2008
NR/L2/CPR/201 Supplier Qualification	2	12/2011
NR/L2/CPR/302 Supplier Qualification - Core Requirements (For PCL / POL Holders)	2	09/2011
NR/L2/CSG/STP001 Standards and Controls Management Manual	8	06/2020
NR/CS/CTM/001 Competence Management	1	12/2006
NR/L2/CTM/017 Competence and Training in Civil Engineering	1	06/2006
NR/L2/CTM/021 Competence & Training in Track Safety	4	12/2010
NR/L2/CTM/201 Competence Management	2	03/2012



Ref. / Title	Issue No	Issue Date
NETWORK RAIL STANDARDS		
NR/L2/CTM/202 Quality Assurance in Training & Assessment	3	12/2019
NR/L2/CTM/207 Competence & Training in Planning	2	06/2012
NR/L2/CTM/209 Competence & Training in Safe System of Work Planner	1	12/2010
NR/L2/CTM/220 Competence & Training in Portable, Transportable & Mobile Plant Operation	1	06/2012
NR/L2/CTM/223 Competence & Training in Managing Site Safety	1	06/2011
NR/L2/ELP/21085 Earthing and Bonding on A.C. Electrified Railways	4	06/2020
NR/L2/ELP/21087 Risk Based Maintenance for Overhead Line Assets	9	06/2020
NR/L2/ELP/21088 General maintenance parameters for 25 kV overhead line electrification equipment	3	12/2015
NR/L2/ELP/27009 Overhead Line Equipment Campaign Changes	3	03/2017
NR/L2/ELP/27307 Management of M&EE Safety Related Event Reports	4	12/2017
NR/L2/ELP/27402 Specification for protection and control devices for electrical systems	1	12/2009
NR/L2/ELP/27715 Overhead Contact System Design Specification	3	09/2018
NR/L3/ELP/27051 Working Instructions for d.c. Electrified Lines in the Liverpool Area	6	09/2019
NR/L3/ELP/27115 Arrangements for Isolation of the Conductor Rail for Pre-Planned Possessions of the Line	4	09/2018
NR/L3/ELP/27140 Application of Short Circuits for Conductor Rail Isolations	4	03/2019
NR/L3/ELP/27237 Overhead Line Work Instructions	19	06/2020
NR/L3/ELP/27237 Overhead Line Work Instructions	20	09/2020
NR/L3/ELP/3091 DC Electrified Lines Working Instructions	5	09/2019
NR/SP/ELP/29987 Working on or About 25 KV AC Electrified Lines	5	12/2018
NR/L2/ENV/120 Waste Management	1	12/2019
NR/L2/ENV/121 Managing Environmental and Social Impact of Noise and Vibration	1	12/2019
NR/L2/ENV/123 Prevention of Pollution to Land and Water	1	12/2019
NR/L2/ENV/015 Environment and Social Minimum Requirements for Projects – Design and Construction	8	03/2019
NR/L2/ENV/115 Environment and Social Management System Requirements	1	03/2018
NR/L2/INF/02203 Controlled Publications - Issue & Receipt	2	12/2011
NR/L3/INF/02204 Controlled Publications - Process & Accountabilities	3	12/2011
NR/L3/INF/02226 Corporate Records Retention Schedule	3	12/2017
NR/GN/INI/001 Guidance on the Management of Door to Door Work & Travel Time	1	12/2008
NR/L2/INI/CP0070 Principal Contractor Licensing Scheme	5	06/2017
NR/L2/INI/EDT/CP0091 Specification for Computer Aided Design	4	12/2018
NR/L2/INI/P3M/101 Business Process - Governance of Railway Investment Projects (GRIP) – for Projects	5	09/2017
NR/L2/INI/P3M/104 Network Rail Requirements (formerly NR/L1/INI/CP0095)	2	09/2017
NR/L3/INI/CP0028 Contract Requirements - Quality	3	06/2012
NR/L3/INI/CP0036 Provision of Welfare Facilities	4	08/2008
NR/L3/INI/CP0064 Delivering Work Within Possessions	5	06/2017

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Ref. / Title	Issue No	Issue Date
NETWORK RAIL STANDARDS		
NR/L2/INV/002 Accident and Incident Reporting and Investigation	13	12/2011
NR/L3/INV/3001 Reporting and Investigation Manual	5	06/2016
NR/GN/MTC/089 Guidance for the Exchange of Asset Data and the Continuing Maintenance of Assets Undergoing Change	1	09/2020
NR/L2/MTC/089 Arrangements for the Exchange of Asset Data and the Continuing Maintenance of Assets Undergoing Change	2	12/2018
NR/L3/MTC/CP009 COVID-19 Contingency Plan: Safe Working Practices	3	05/2020
NR/L3/MTC/EN0100 Waste Management	3	06/2012
NR/L3/MTC/EN0101 Management of Discharges to Sewers & Controlled Waters	3	06/2012
NR/L3/MTC/EN0225 Environ Management System for Infrastructure Maintenance	1	06/2012
NR/L3/MTC/EP0152 Working on or Adjacent to Conductor Rail	5	12/2011
NR/L3/MTC/MG0173 Monitoring of Spoken Safety Communications	3	06/2019
NR/L3/MTC/MG0210 Management of Maintenance Work within a Worksite to Prevent a Possession Overrun	3	06/2019
NR/L3/MTC/MG0213 Index of Standard Maintenance Forms	15	03/2020
NR/L3/MTC/MG0213 Index of Standard Maintenance Forms	16	09/2020
NR/L3/MTC/RCS0216 Risk Control Manual	17	06/2020
NR/L3/MTC/RCS0216 Risk Control Manual	18	09/2020
NR/L3/MTC/RCS0216/OLE02 Risk Control Manual: Working on Red Bonds/Impedance Bonds	2	03/2012
NR/L3/MTC/SE0115 Confined Spaces Working & Entry Procedure	2	06/2008
NR/L3/MTC/SE0117 Planned Assurance Inspections and Site Surveillance	4	09/2018
NR/L3/MTC/SE0220 Planning and Delivering Safe Working at Height	2	09/2020
NR/CS/OHS/002 Policy on Working Safely	1	02/2007
NR/GN/OHS/00155 Short-term Changes in the Creation and Application of Safe Work Packs and Briefing Arrangements COVID-19 Contingency Plan (Guidance for Regions on NR/L2/OHS/019)	1	06/2020
NR/L1/OHS/051 Drugs and Alcohol	6	12/2015
NR/L1/OHS/052 Traumatic Incident Management	1	06/2016
NR/L1/OHS/053 Assessing Risk of Stress in the Workplace	1	06/2016
NR/L2/OHS/00110 First Aid at Work	6	09/2017
NR/L2/OHS/00112 Worksafe Procedure	2	12/2009
NR/L2/OHS/00112 Worksafe Procedure	3	09/2020
NR/L2/OHS/00120 Testing for Drugs and Alcohol	5	12/2015
NR/L2/OHS/00124 Competence Specific Medical Fitness Requirements and Occupational Health Provider Requirements for Medical Assessments	3	12/2016
NR/L2/OHS/003 Fatigue Risk Management	9	12/2019
NR/L2/OHS/0044 Planning and Managing Construction Work replaces NR/L3/INI/CP0044 Work Package Planning	5	12/2016
NR/L2/OHS/0047 Managing Health and Safety in Construction (Application of the Construction (Design and Management) Regulations to Network Rail)	7	06/2019
NR/L2/OHS/005 High Street Environment & Conditions for Work outside Network Rail Managed Infrastructure	7	09/2010
NR/L2/OHS/019 Safety of People working on or near the Line	9	03/2017
NR/L2/OHS/020 Track Visitor Permits	5	08/2008
NR/L2/OHS/021 Personal Protective Equipment and Work Wear	3	06/2009

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NETWORK RAIL STANDARDS		
NR/L2/OHS/022 Working Safely at Height	2	03/2020
NR/L2/OHS/050 Sentinel Scheme Rules	4	03/2011
NR/L2/OHS/157 Health surveillance for silica and asbestos and the management of diagnosed occupational respiratory conditions	1	03/2017
NR/L3/OHS/0046 The Reporting, Investigation and Recording of Safety and Sustainable Development Events and Close Calls within Infrastructure Projects	3	06/2018
NR/L3/OHS/019-IP Planning and Delivering Safe Work – Implementation Principles for Infrastructure Projects	1	06/2018
NR/L2/OPS/033 Recording Spoken Safety Critical Communications between Possession Management and Engineering Trains / On-Track Plant Drivers when Working in Possessions and Worksites.	3	06/2019
NR/L2/OPS/291 Railway Crime Risk Management	1	12/2019
NR/L3/OPS/084 Line Clear Arrangements Following Engineering Works in Axle Counter Areas – Line Clear Verification Process	5	03/2020
NR/L3/OPS/251 Unmanned Aircraft System (Drone/UAS) Operations	3	09/2019
NR/OPS/DEV/009 Network Rail: Good Practice Guide for Working at Operational Locations (Signal Boxes, Electrical Control Rooms, Controls) During COVID 19	2	06/2020
NR/GN/OTK/5000 Issue 1 Index of Off-Track Drawings	1	06/2019
NR/L2/OTK/5201 Lineside Vegetation Management Manual	4	03/2020
NR/GN/RMVP/0200 Infrastructure Plant Manual Guidance	1	12/2018
NR/L2/RMVP/0200 Infrastructure Plant Manual	10	12/2018
NR/L3/RMVP/0201 Calibration Work Instruction Manual Replaces NR/L3/MTC/ME0201 This standard provides the index and version control of Calibration Work Instructions for the internal calibration and comparison checking of Inspection, Measuring and Test Equipment (IMTE).	2	09/2011
NR/L2/RSE/0005 Product Design for Reliability	4	03/2020
NR/L2/RSE/070 Engineering Verification	2	12/2011
NR/L2/RSE/100 Network Rail Acceptance Panel processes	5	06/2019
NR/L1/RSK/001 Network Rail Risk Policy	3	09/2019
NR/L2/SCO/302 Supplier Qualification Requirements	1	06/2020
NR/L3/SCO/313 On-Track Machines (OTMs) Driver and Operations Standards Manual	7	09/2019
NR/L3/SCO/313 On-Track Machines (OTMs) Driver and Operations Standards Manual	8	09/2020
NR/L3/SCO/314 Engineering Assurance for T&RS, OTM and OTP Projects	1	12/2018
NR/L3/SCO/320 Supplier Quality Assurance (SQA)	2	09/2020
NR/SIN/185 Identification and Inspection of Plain-Lined S&C	1	06/2019
NR/L2/SIG/11201 Signalling Design Handbook	11	06/2018
NR/L2/SIG/14201 Signalling Risk Assessment Handbook	4	03/2019
NR/L2/SIG/30009 Signalling Principles Handbook	18	12/2019



Ref. / Title	Issue No	Issue Date
NETWORK RAIL STANDARDS		
NR/L2/SIG/30014 Signalling Works Testing Handbook	16	03/2020
NR/L3/SIG/10064 General Instructions to Staff Working on S&T Equipment	8	06/2019
NR/L3/SIG/10661 Signal Maintenance Task Intervals	19	03/2020
NR/L3/SIG/10663 Signal Maintenance Specifications	11	03/2020
NR/L3/SIG/11231 Signal Maintenance Testing Handbook	14	03/2020
NR/L3/SIG/MG0110 Imposition & Removal of Temporary Speed Restrictions	3	06/2012
NR/L2/SIGELP/50000 Safe working and maintenance on or near Signalling Power Distribution Equipment above 175 volts	3	03/2017
NR/L3/SIGELP/50001 Signalling Power Distribution Equipment above 175 Volts	3	03/2017
NR/L3/SIGELP/50002 Safe Working Practices When Working on or Near Signalling Power Distribution Equipment Above 175 Volts	1	12/2016
NR/L3/SIGELP/50003 Safe Working Practices When Working on or Near Signalling Equipment	1	03/2018
NR/L2/TEL/30067 The Transmission of Safety Related Information	2	12/2011
NR/L2/TEL/30156 Functional Requirements for Safety Related Communications Equipment for On Track Plant Working	1	12/2011
NR/GN/TRK/7001 Index of Track Work Information Sheets (TWI)	16	09/2019
NR/L1/TRK/100 Management of Track Assets	1	03/2020
NR/L2/TRK/001 Inspection and Maintenance of Permanent Way	15	03/2020
NR/L2/TRK/4239 Track Bed Investigation, Design and Installation	2	09/2020
NR/L3/TRK/003 Index of Track Engineering Forms	33	03/2020
NR/L3/TRK/3530 Track Lubricants	1	06/2012
NR/L3/TRK/7006 Creation and Application of Initial ESR Design	1	03/2019

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Ref. / Title	Reference
OTHER STANDARDS & GUIDANCE	
BS EN ISO 14001:2015	2015
BS EN ISO 9001:2015	2015
BS EN ISO 45001:2018	2018
BS OHSAS 18001:2007 BS OHSAS 18001 has been replaced by ISO 45001 the new international standard for occupational health and safety. Organizations who are already certified to BS OHSAS 18001 will need to upgrade to ISO 45001 by March 2021.	2007
Investigating Accidents and Incidents – HS(G)245	ISBN 9780717628278
Management of Health and Safety at Work Regulations 1999 Approved Code of Practice and guidance	ISBN 9780717624881
Managing health and safety in construction Construction (Design and Management) Regulations 2015. Guidance on Regulations	ISBN 9780717666263
Successful Health and Safety Management – HS(G)65	ISBN 9780717612765
Sentinel Scheme Rules https://info.railsentinel.co.uk/about/rules/	V3 11 June 2018 Compliance Date 9 Jul 2018
<u>Rail Training Accreditation Scheme (RTAS) Rules</u>	Issue Date: 26 April 2018 Compliance Date: 28 May 2018

Ref. / Title	Reference
LEGISLATION	
Bribery Act 2010	2010 c. 23
Control of Asbestos at Work Regulations 2002	2002 No. 2675
Control of Pollution (Amendment) Act 1989	1989 c. 14
Control of Pollution Act 1974	1974 c. 40
Corporate Manslaughter and Corporate Homicide Act 2007	2007 c. 19
Data Protection Act 2018	2018 c. 12
Environmental Protection Act 1990	1990 c. 43
Health & Safety at Work etc. Act 1974	1974 c. 37
Modern Slavery Act 2015	2015 c. 30
Pollution Prevention and Control Act 1999	1999 c. 24
The Confined Spaces Regulations 1997	1997 No. 1713
The Construction (Design and Management) Regulations 2015	2015 No. 51
The Control of Asbestos at Work (Amendment) Regulations 1992	1992 No. 3068
The Control of Asbestos at Work (Amendment) Regulations 1998	1998 No. 3235
The Control of Asbestos at Work Regulations 1987	1987 No. 2115
The Control of Asbestos in the Air Regulations 1990	1990 No. 556
The Control of Asbestos Regulations 2006	2006 No. 2739
The Control of Asbestos Regulations 2012	2012 No. 632
The Control of Lead at Work Regulations 1980	1980 No. 1248

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Ref. / Title	Reference
LEGISLATION	
The Control of Lead at Work Regulations 1998	1998 No. 543
The Control of Lead at Work Regulations 2002	2002 No. 2676
The Control of Noise at Work Regulations 2005	2005 No. 1643
The Control of Substances Hazardous to Health (Amendment) Regulations 2004	2004 No. 3386
The Control of Substances Hazardous to Health Regulations 2002	2002 No. 2677
The Environmental Noise, Site Waste Management Plans and Spreadable Fats etc. (Revocations and Amendments) Regulations 2013	2013 No. 2854
The Fire Precautions (Workplace) Regulations 1997	1997 No. 1840
The Hazardous Waste (England and Wales) (Amendment) Regulations 2009	2009 No. 507
The Hazardous Waste (England and Wales) Regulations 2005	2005 No. 894
The Health and Safety (Consultation with Employees) Regulations 1996	1996 No. 1513
The Health and Safety (Display Screen Equipment) Regulations 1992	1992 No. 2792
The Health and Safety (First-Aid) Regulations 1981	1981 No. 917
The Lifting Operations and Lifting Equipment Regulations 1998	1998 No. 2307
The Manual Handling Operations Regulations 1992	1992 No. 2793
The Personal Protective Equipment (EC Directive) Regulations 1992	1992 No. 3139
The Personal Protective Equipment at Work Regulations 1992	1992 No. 2966
The Personal Protective Equipment Regulations 2002	2002 No. 1144
The Provision and Use of Work Equipment Regulations 1992	1992 No. 2932
The Provision and Use of Work Equipment Regulations 1998	1998 No. 2306
The Railways and Other Guided Transport Systems (Safety) Regulations 2006	2006 No. 599
The Regulatory Reform (Fire Safety) Order 2005	2005 No. 1541
The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013	2013 No. 1471
The Safety Representatives and Safety Committees Regulations 1977	1977 No. 500
The Waste Management (England and Wales) Regulations 2006	2006 No. 937
The Work in Compressed Air Regulations 1996	1996 No. 1656
The Workplace (Health, Safety and Welfare) Regulations 1992	1992 No. 3004
Transport and Works Act 1992	1992 c. 42
Water Resources Act 1991	1991 c. 57
Wildlife and Countryside (Amendment) Act 1991	1991 c. 39
Wildlife and Countryside Act 1981	1981 c. 69

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Modular Rulebook GE/RT8000

PTS Only

In most cases only PTS handbook is required, unless one of the following applies:

1. Index, amendment module and Module G1 to be issued to the following;

Supervisors and managers who issue publications
Staff who operate signal post replacement switches
Staff who place protection for Line Blockage or T3
Staff who secure points
Those who use tents on or near the line

2. Index and amendment module to be issued to the following;

Lookouts
People who take charge of cranes and equipment which could foul an open line
People who take charge of work on or near points
People who carry out patrolling/inspecting duties

Other competencies (IWA, COSS, PC, ES, MC, CC)

Name & Issue	Issue Date	Title	Synopsis
GERT8000- Issue Iss 31.pdf	Sep 2020	Rule Book Module Issue History	This document contains updates to align with changes to Rule Book Module issues (GERT8000). This document has been updated to incorporate changes to modules published in September 2020.
GERT8000- RBBL Iss 33	Sep 2019	Rule Book Briefing Leaflet	This Leaflet contains details of changes being published in September 2019 and in-force December 2019.
GERT8000- RBBL Iss 33.1.pdf	Aug 2020	Rule Book Briefing Leaflet	This Leaflet contains details of changes being published in September 2019 and in-force December 2019. Also this Leaflet contains details of module TW1 issue 14.1 which will be re-issued on the RSSB website and the Rule Book App on 22 August 2020, in-force 05 September 2020. Each issue of the Rule Book Briefing Leaflet contains a summary of the changes being introduced to GERT8000.
GERT8000- RBBL Iss 34.pdf	Sep 2020	Rule Book Briefing Leaflet	This Leaflet contains details of changes being published in September 2020 and in-force December 2020. Each issue of the Rule Book Briefing Leaflet contains a summary of the changes being introduced to GERT8000.
GERT8000- Gloss Iss 5	Sep 2018	Glossary of Railway Terminology	The Glossary has been updated to reflect changes in terminology within TW5 which removes 'entering service' and replaces it with 'starting a journey'.
GERT8000-AC Iss 5	Sep 2018	AC electrified lines	You will need this module if you carry out the duties of a train driver, guard, shunter, designated person (DP), signaller, crossing keeper or person in charge of sidings in AC electrified areas.
GERT8000-AC Iss 6.pdf	Sep 2020	AC electrified lines	You will need this module if you carry out the duties of a train driver, guard, shunter, designated person (DP), signaller, crossing keeper or person in charge of sidings in AC electrified areas. "Sections 12 and 13 have been revised in two main areas. The first is avoiding a need for a driver to leave the cab for inspection purposes, or circumstances in which a driver might be allowed to leave the cab for inspection purposes before the traction current has been removed. The second is managing the removal of traction current in a way that reduces the extent of reactionary delay. The changes are intended to reduce the electrical and non-electrical safety risk overall and to reduce the adverse operational impacts caused by stranded trains. A minor amendment has been made to Section 3.3 to recognise that not all frontline staff are able to speak directly to the ECO, in which case they should inform the signaller when reporting objects and defects. An incorrect reference to red bonds has also been revised in the same section.
GERT8000-DC Iss 4	Sep 2015	DC electrified lines	You will need this module if you carry out the duties of a train driver, guard, shunter, designated person (DP), signaller, crossing keeper

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Name & Issue	Issue Date	Title	Synopsis
			and person in charge of sidings in DC electrified areas. This document has been updated as part of the December 2015 Rule Book Programme.
GERT8000-G1 Iss 6	Sep 2015	General safety responsibilities and personal track safety for non-track workers	You will need this module if you carry out the duties of a train driver, guard, shunter, designated person (DP) and a signaller or crossing keeper in General safety responsibilities and personal track safety for non-track workers. This document has been updated as part of the December 2015 Rule Book Programme.
GERT8000-G1 Iss 7.pdf	Sep 2020	General safety responsibilities and personal track safety for non-track workers	You will need this module if you carry out the duties of a train driver, guard, shunter, designated person (DP), signaller, crossing keeper, or platform staff. Section 1.4 has been revised to support the implementation of RIS-3783-TOM, 'Issue and Management of Cab Passes'. The intent is to provide transport operators with the opportunity to access the benefits associated with standardisation, through the definition of a common approach to managing access to driving cab.
GERT8000-Issue HB Iss 12.pdf	Sep 2020	Rule Book Handbook Issue History	This document contains updates to align with changes to Rule Book Handbook issues (GERT8000). This document has been updated to incorporate changes to handbooks published in September 2020.
GERT8000-HB1 Iss 4	Sep 2015	General duties and track safety for track workers	This handbook is for those personnel who need to go on the operational railway to carry out their duties, with the exception of a train driver, guard, shunter, signaller, crossing keeper or designated person (DP). This handbook has been updated as part of the December 2015 Rule Book Programme.
GERT8000-HB1 Iss 5.pdf	Sep 2020	General duties and track safety for track workers	This handbook is for those personnel who need to go on the operational railway to carry out their duties, with the exception of a train driver, guard, shunter, signaller, crossing keeper or designated person (DP). Section 2.4 has been revised to support the implementation of RIS-3783-TOM, 'Issue and Management of Cab Passes'. The intent is to provide transport operators with the opportunity to access the benefits associated with standardisation, through the definition of a common approach to managing access to driving cab.
GERT8000-HB2 Iss 2	Sep 2015	Instructions for track workers who use emergency protection equipment	This handbook is for those personnel who need to go on the operational railway to carry out their duties and have been trained to carry out emergency protection. It does not apply to: train drivers, guards, shunters, signallers, crossing keepers and those who act as a designated person (DP). This document has been updated as part of the December 2015 Rule Book Programme.
GERT8000-HB3 Iss 3	Sep 2014	Duties of the lookout and site warden	This handbook is for those personnel who have duties of the lookout and site warden. Information on changes to this issue can be found in the Rule Book Briefing Leaflet (GERT8000-RBBL Iss 27).
GERT8000-HB4 Iss 2	Sep 2014	Duties of a points operator and route-setting agent - moving and securing points by hand	This handbook is for those personnel who has duties of a points operator and route-setting agent - moving and securing points by hand. Information on changes to this issue can be found in the Rule Book Briefing Leaflet (GERT8000-RBBL Iss 27).
GERT8000-HB5 Iss 2	Sep 2011	Handsignalling duties	This handbook is for those who carry out handsignalling duties.
GERT8000-HB6 Iss 5	Sep 2015	General duties of an individual working alone	This handbook is for those personnel with general duties of an individual working alone (IWA). This handbook has been updated as part of the December 2015 Rule Book Programme.
GERT8000-HB6 Iss 6.pdf	Sep 2020	General duties of an individual working alone	This handbook is for those personnel with general duties of an individual working alone (IWA). New instructions have been added at section 2.5 to facilitate the introduction of the crossing the line procedure into the Rule Book. The changes are intended to streamline the procedure for crossing the line leading to reduced workload for signaller/SWL/COSS/IWA, reduced need for staff to be waiting unproductively trackside, and crossing the line at locations that have already been assessed as suitable. Section 3.2 has been revised to facilitate the introduction of high output protection zones into the Rule Book. The introduction of high output protection zones into the Rule Book is intended to improve track worker safety by removing the need for possession support staff to go trackside to place standard possession protection, and to result in improved productivity on each occasion that a high output train is used.

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Name & Issue	Issue Date	Title	Synopsis
GERT8000-HB7 Iss 6	Sep 2019	General duties of a controller of site safety (COSS)	This handbook is for those personnel who have the general duties of a controller of site safety (COSS).
GERT8000-HB7 Iss 7.pdf	Sep 2020	General duties of a controller of site safety (COSS)	This handbook is for those personnel who have the general duties of a controller of site safety (COSS).
GERT8000-HB8 Iss 7	Sep 2017	IWA, COSS or PC blocking a line	You will need this handbook if you carry out the duties of a IWA, COSS or PC blocking a line.
GERT8000-HB9 Iss 7	Sep 2019	IWA or COSS setting up safe systems of work within possessions	You will need this handbook if you carry out the duties of an IWA or COSS setting up safe systems of work within possessions.
GERT8000-HB10 Iss 4	Sep 2015	Duties of the COSS or SWL and person in charge when using a hand trolley	You will need this handbook if you are the COSS or SWL and person in charge when using a hand trolley. This document has been updated as part of the December 2015 Rule Book Programme.
GERT8000-HB11 Iss 7	Sep 2019	Duties of the person in charge of a possession (PICOP)	You will need this handbook if you carry out the duties of the PICOP.
GERT8000-HB11 Iss 8.pdf	Sep 2020	Duties of the person in charge of a possession (PICOP)	You will need this handbook if you carry out the duties of the PICOP. Section 4.2 has been revised to facilitate the introduction of the flexible train arrival point (FTAP) into the Rule Book. Section 12.1 has been revised to include arrangements for giving up a work site with an engineering train or on-track machine standing within it. The changes are intended to allow work to be undertaken for a greater proportion of the available time within a possession.
GERT8000-HB12 Iss 7	Sep 2019	Duties of the engineering supervisor (ES) or safe work leader (SWL) in a possession	You will need this handbook if you carry out the duties of the ES or SWL in a possession.
GERT8000-HB12 Iss 8.pdf	Sep 2020	Duties of the engineering supervisor (ES) or safe work leader (SWL) in a possession	You will need this handbook if you carry out the duties of the ES or SWL in a possession. Section 3.2 has been revised to facilitate the introduction of the flexible train arrival point (FTAP) into the Rule Book. Section 10.3 has been revised to include arrangements for giving up a work site with an engineering train or on-track machine standing within it. The changes are intended to allow work to be undertaken for a greater proportion of the available time within a possession. A new section 11 has been added to facilitate the introduction of high output protection zones into the Rule Book. The introduction of high output protection zones into the Rule Book is intended to improve track worker safety by removing the need for possession support staff to go trackside to place standard possession protection, and to result in improved productivity on each occasion that a high output train is used.
GERT8000-HB13 Iss 2	Sep 2014	Duties of the person in charge of the siding possession (PICOS)	You will need this handbook if you carry out the duties of a PICOS. Information on changes to this issue can be found in the Rule Book Briefing Leaflet (GERT8000-RBBL Iss 27)
GERT8000-HB14 Iss 2	Mar 2014	Duties of the person in charge of loading and unloading rail vehicles during engineering work	You will need this handbook if you carry out the duties of the person in charge of loading and unloading rail vehicles during engineering work.
GERT8000-HB15 Iss 5	Sep 2017	Duties of the machine controller (MC) and on-track plant operator	You will need this handbook if you carry out the duties of the machine controller (MC) and on-track plant operator. This document has been updated as part of the December 2015 Rule Book Programme.
GERT8000-HB16 Iss 4	Sep 2018	AC electrified lines	This handbook is for those personnel who need to go on the operational railway in an AC electrified area to carry out their duties.
GERT8000-HB17 Iss 3	Sep 2015	DC electrified lines	This handbook is for those personnel who need to go on the operational railway in a DC electrified area to carry out their duties. This document has been updated as part of the December 2015 Rule Book Programme.
GERT8000-HB18 Iss 4	Sep 2015	Duties of a Level Crossing Attendant	You will need this handbook if you carry out the duties of a level crossing attendant. This document has been updated as part of the December 2015 Rule Book Programme.
GERT8000-HB19 Iss 3	Sep 2015	Work on signalling equipment - duties of the signalling technician	You will need this handbook if you carry out the duties of a signalling technician. This document has been updated as part of the December 2015 Rule Book Programme
GERT8000-HB19 Iss 4.pdf	Sep 2020	Work on signalling equipment - duties of the signalling technician	You will need this handbook if you carry out the duties of a signalling technician. Section 1.5 has been revised to facilitate the introduction of high output protection zones into the Rule Book. The introduction of high output protection zones into the Rule Book is intended to improve track worker safety by removing the need for



Name & Issue	Issue Date	Title	Synopsis
			possession support staff to go trackside to place standard possession protection, and to result in improved productivity on each occasion that a high output train is used.
GERT8000-HB20 Iss 2	Sep 2015	General duties of a safe work leader (SWL) working outside a possession	You will need this handbook if you have the general duties of a safe work leader working outside a possession. This document has been updated as part of the December 2015 Rule Book Programme.
GERT8000-HB20 Iss 3.pdf	Sep 2020	General duties of a safe work leader (SWL) working outside a possession	You will need this handbook if you have the general duties of a safe work leader working outside a possession. New instructions have been added at section 2.3 to facilitate the introduction of the crossing the line procedure into the Rule Book. The changes are intended to streamline the procedure for crossing the line leading to reduced workload for signaller/SWL/COSS/IWA, reduced need for staff to be waiting unproductively trackside, and crossing the line at locations that have already been assessed as suitable.
GERT8000-HB21 Iss 4	Sep 2018	Safe work leader (SWL) blocking a line	You will need this handbook if you are a safe work leader (SWL) blocking a line.
GERT8000-OTM Iss 8	Sep 2017	Working of on-track machines (OTM)	You will need this module if you carry out the duties of a driver of an on-track machine, operator of an on-track machine or signaller. This document has been updated as part of the December 2015 Rule Book Programme.
GERT8000-OTM Iss 9.pdf	Sep 2020	Working of on-track machines (OTM)	You will need this module if you carry out the duties of a driver of an on-track machine, an operator of an on-track machine, or a signaller. Sections 4.1 and 4.3 have been revised to facilitate the introduction of high output protection zones into the Rule Book. The introduction of high output protection zones into the Rule Book is intended to improve track worker safety by removing the need for possession support staff to go trackside to place standard possession protection, and to result in improved productivity on each occasion that a high output train is used.
GERT8000-T10 Iss 4	Sep 2014	Duties of a designated person (DP) and people working on rail vehicles	You will need this module if you carry out the duties of a designated person and people working on a rail vehicle. Information on changes to this issue can be found in the Rule Book Briefing Leaflet (GERT8000-RBBL Iss 27).
GERT8000-T3 Iss 8	Sep 2017	Possession of a running line for engineering work	You will need this module if you carry out the duties of a driver or signaller. The maximum speed in possessions reduced from 40 to 25 mph. Changes made to allow a possession to be given up around more than one train - previously published in PON.
GERT8000-T3 Iss 9.pdf	Sep 2020	Possession of a running line for engineering work	You will need this module if you carry out the duties of a driver or signaller. Sections 2.2 and 9.7 have been revised to facilitate the introduction of the flexible train arrival point (FTAP) into the Rule Book. Section 9.8 has been revised to include arrangements for giving up a work site with an engineering train or on-track machine standing within it. The changes are intended to allow work to be undertaken for a greater proportion of the available time within a possession. A new section 10 has been added to facilitate the introduction of high output protection zones into the Rule Book. The introduction of high output protection zones into the Rule Book is intended to improve track worker safety by removing the need for possession support staff to go trackside to place standard possession protection, and to result in improved productivity on each occasion that a high output train is used.

Network Rail Safety Central – Information Section

Code of Conduct

The Code of Conduct establishes some minimum standards that Network Rail expects in their supply chain. It has been developed by Network Rail's National Supply Chain, Industry bodies, and the Unions. It will be reviewed and updated by members of these same groups bi-annually. Please email queries to codeofconduct@networkrail.co.uk

[Code of Business Ethics](#) (web page)
[Modern Slavery](#) (web page)

Network Rail Safety Bulletins

In this section you'll find copies of the Network Rail safety bulletins regularly sent out to staff working on the Network Rail infrastructure. These cover a range of different safety issues and are often issued in response to a specific incident.

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

The following link contains a list of Network Rail Safety Bulletins : [Safety Bulletin List June 05](#)

You can refine your search by:

Bulletin type

- Archive - Lessons Learnt
- Archive - Safety Bulletins
- Safety Advice
- Safety Alert
- Safety Bulletin
- Shared Learning

There will also be an archive of past bulletins, so you can download any that you missed, or want to read again. **Please download them for the FULL TEXT OF THE BULLETINS.**

Safety Bulletins

- [Safety Bulletin NRB20-09 – Social Media](#) August 28, 2020
- [Safety Bulletin NRB20-08 – Vegetation management near OLE](#) July 23, 2020
- [Safety Bulletin NRB20-07 – Work in buildings that may have asbestos containing materials](#) July 22, 2020

Safety Advice

- [Safety Advice NRA20-10 – Withdrawal of the HVD03-2D live line indicator from use by Network Rail staff](#) August 14, 2020
- [Safety Advice NRA20-09 – Cotec C31 Live line indicators](#) August 5, 2020
- [Safety Advice NRA20-07 – SPEEDING](#) June 18, 2020

Other documents

- [Safety Alert NRX20-06 – Slade Green electrical incident](#) July 14, 2020
- [Safety Alert NRX20-05 – Leighton Buzzard near miss](#) June 29, 2020

Lessons Learnt / Shared Learning

Network Rail are now producing 'Lessons Learnt' publications following events which have led to Formal investigations or local investigations where significant points of learning have resulted. Network Rail believes that these lessons will be of value for all involved in the industry and not just safety professionals, they are ultimately designed to aid prevention of events of a similar nature happening again elsewhere.

[Shared Learning](#)

Health & Wellbeing

[Health and wellbeing](#) (web page)

Risk Management

[Think RISK](#) (web page)

Safety Films

<http://safety.networkrail.co.uk/Alerts-and-Campaign/Safety-Films>

In this section you will find all the safety films which are also listed in the relevant subject areas with supporting materials. Please note some of these films contain strong language and scenes which viewers might find upsetting. As such we recommend that these films are only viewed by people over the age of 16.

Have you got a good idea for a film? If you have, write into safety.central@networkrail.co.uk to let us know.

Resource Library

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

The Resource Library holds a wealth of information.

SCO 24:7 (Supply Chain – Operations) Telephone

SCO 24:7 (formally the NSC247 and NDS24:7): call 01908 723500 or 085 65500 (internal)

SCO 24:7 operates 24 hours a day, 365 days of the year from the Quadrant in Milton Keynes. Our remit is to manage the real-time delivery of SCO products & services to our customers. This includes engineering haulage, materials, on track machines, infrastructure monitoring, seasonal treatment, HSEA reporting, site access services and lone worker monitoring.

Emergency

If there's a safety threat to you or to others such as:

- Animals, objects or people on or near the track
- Damage or fault at a level crossing
- A vehicle has hit a bridge
- A broken fence or open gate allowing access to the track

Please call Network Rail Emergency 24-hour helpline immediately: **03457 11 41 41**

To report a crime

Please contact the British Transport Police: **0800 40 50 40**, **999** or **Text 61016**



Coronavirus (COVID -19)

You will find many resources on this page: <https://safety.networkrail.co.uk/coronavirus-covid-19/>

Network Rail is working very closely with government, industry partners and health bodies to have the latest advice and messages available. In order to have the latest updates with this fast-changing situation we will be linking into.

[Network Rail' corporate website for industry information](#)

[COVID Guidance for BAME colleagues](#)

If you're feeling unwell, please follow public health advice immediately. More information is available on the [NHS website](#).

Please Note: Covid-19 mitigation Network Rail is continually reviewing our controls. As a result, we can confirm that the use of TVP's will not be subject to any additional restrictions beyond those required under the Network Rail TVP Standard NR/L2/OHS/020 and Sentinel Scheme Rules. However, it should be reminded that the use of TVP's should only be issued within accordance to the TVP standard.

01 May 2020 this short film on social distancing on work sites was produced. All information correct at time of publication [Watch Here](#)

Attachments

- [Information and Advice for Managers and BAME Colleagues During COVID-19 – Final 12052020](#) PDF / 27 May 2020
- [Masks and Face Shields in Stations \(Subs\)](#) MP4 / 19 May 2020
- [Safety-Advice-NRA20-03-Social-distancing](#) PDF / 18 May 2020
- [COVID-19 Masks & Face Shield Visors \(Subs\)](#) MP4 / 29 Apr 2020
- [COVID-19-working on site _print_ 3-04-2020_Final](#) PDF / 6 Apr 2020
- [COVID-19-working-at-operating-locations _print_ 3-4-2020_Final](#) PDF / 6 Apr 2020
- [COVID-19-working-at-operating-locations_3-4-2020_Final](#) PDF / 6 Apr 2020
- [COVID-19-working on site_3-4-2020_Final](#) PDF / 6 Apr 2020
- [NWR Vita Health Virtual Physiotherapy-1080p-b9ddde8a-c350-4610-ab60-5cc6c2ad0431](#) MP4 / 2 Apr 2020
- [Good practice guide for site working during Covid 19 V1](#) PDF / 31 Mar 2020
- [Guidelines on Social Distancing for Key workers Covid 19](#) PDF / 31 Mar 2020
- [Guidelines for working from home – social distancing and shielding the vulnerable Covid 19](#) PDF / 31 Mar 2020
- [DSE Guidance v2 MC Final3 COVID 19](#) PDF / 31 Mar 2020



Useful Links

The following pages contain other useful links and safety information from various sources which may be relevant to you.

Item	Details
<p>Health and Safety Executive http://www.hse.gov.uk – Website</p>	<p>Government agency responsible for regulating risks to health and safety arising from work. HSE publications can be downloaded free in Adobe PDF format.</p>
<p>CIRAS Online http://www.ciras.org.uk – free access</p>	<p>The Confidential Incident Reporting and Analysis System Freephone number 0800 4 101 101.</p>
<p>Network Rail http://www.networkrail.co.uk – Website</p>	<p>Owner and operator of Britain's railway infrastructure.</p>
<p>Network Rail Standards http://www.ihserc.com/ – subscription required</p> <p>Network Rail Standards Subscriptions IHS Global Ltd Phone: 01344 328000</p> <p>Network Rail Standards Management Publications Manager Nicole Lockwood Phone: 01908 782 481</p> <p>Network Rail Standards Hard Copy Document Centre IHS Retail Phone: 01344 328039 Fax: 01344 328005 or email: emeastore@ihs.com</p> <p>Network Rail Technical Drawings National Records Group Email: nrgcivils@networkrail.co.uk</p>	<p>All current Network Rail standards are available via the IHS website.</p> <p>You can access the new portal via the highlighted link but do be careful to claim your 100% discount when checking out!</p> <p><i>New standards portal</i> Last year we held focus groups with our SME suppliers to gain a stronger understanding of how we can make it easier for them to do business with us. Our SME Acton Plan, published in November 2019, responded to these insights with a range of measures to support our SME community. These actions included our commitment to review access to our standards and control documents. These are the requirements for the operation of the rail network and delivery of infrastructure maintenance and enhancements.</p> <p><i>I am pleased to announce that this has resulted in the launch of a new portal which will make our standards freely available to the supply chain. Instructions on how to register can be seen on the portal home page. Please do not hesitate to contact us with your feedback via SupplierCommunications@networkrail.co.uk.</i></p> <p><i>This initiative also supports our Open for Business programme which encourages our suppliers to submit challenges to our standards to reduce complexity and costs. If you do have any questions as a result of these changes, please contact your local Network Rail representative or email suppliercommunications@networkrail.co.uk</i></p>
<p>Network Rail Safety Central http://safety.networkrail.co.uk – free access</p>	<p>The site is your one-stop shop of safety information, advice, resources and useful contacts, designed to promote consistency and best practice across the whole rail industry. The information is divided under the following sections:</p> <ul style="list-style-type: none"> • Alerts & Campaign Material • Communication & Health • Commitment & Rules • Safety Groups • On Site Solutions • Toolbox



Item	Details
<p>RSSB Close Call System www.closecallsystem.co.uk – Register for access</p>	<p>At the request of Network Rail and its contractors, RSSB has developed a new internet-based system that will allow the industry to centrally record and analyse 'Close Call incidents'. This is known as the Close Call System.</p>
<p>Rail Safety and Standards Board http://www.rssb.co.uk – free access</p>	<p>RSSB builds industry-wide consensus and facilitates the resolution of difficult cross-industry issues. They provide knowledge, analysis, a substantial level of technical expertise, powerful information and risk management tools.</p>
<p>Railway Group Standards http://www.rssb.co.uk/rgs – free access</p> <p>Rail Safety & Standards Board Enquiry Desk Phone: 020 3142 5400 Website www.rssb.co.uk</p>	<p>Purchasing Railway Group Standards A copy of the order form can be found in the forms section of the RGS Catalogue or from the RGSONLINE website stated above. You will need the following details in order to complete the form:</p> <ul style="list-style-type: none"> • Railway Group Standards code and title • Quantity • Price • Purchaser's full name, business, address and telephone number • Credit card details, cheque or purchase order number <p>Then fax or post it to Willsons Printers Limited at the address below.</p> <p>Please ensure that you include your credit card details, purchase order or a cheque made payable to Willsons Printers. Payments can also be made by BACS - please contact Willsons for company bank details. Orders received will be dispatched within five working days.</p> <p>Purchasing National Operations Publications National Operations Publications are Railway Group Standards which set out mandatory requirements for direct application in the workplace. These include:</p> <ul style="list-style-type: none"> • Modular Rule Book (GERT8000) • Working Manual for Rail Staff: Handling and Carriage of Dangerous Goods (GORM3053) • Working Manual for Rail Staff: Freight Train Operators (GORM3056) • Rule Book Forms <p>Details of these documents can be found in the sections 'Document Titles and Descriptions' for Traffic Operation and Management.</p> <p>As these documents are subject to frequent change, amendments which do not justify the reissue of the module or section of the working manual are published in GERT8001, Changes to National Operations Publications.</p> <p>Willsons Printers Limited supplies the modules and handbooks which make up the Modular Rule Book, Working Manual and Rule Book forms.</p> <p>You can order these documents by contacting Denise Atkinson at Willsons Printers Limited at the address below:</p> <p>Willsons Printers Limited Highlander House</p>

Useful Links



Item	Details
	<p>Cross Street, Newark Nottinghamshire, NG24 1PP Tel: 01636702334 Fax: 01636701396 http://www.willsonshop.com</p>
<p>M&EE Networking Group Codes of Practice http://www.rssb.co.uk/rgs</p> <p>Refine results by selecting Lead Committee</p>	<p>The M&EE Networking Group is a non profit making group dedicated to the sharing of professional engineering and railway operations information and to provide a focus to the rail industry relating to operational and technical safety of plant. The group is a meeting of the professional heads of mechanical and electrical engineering and operations from infrastructure contractors, Network Rail, RSSB, the Rail Plant Association, London Underground and elected representatives from other infrastructure renewal companies, plant owners, and manufacturers/suppliers of plant and technical services.</p> <p>The M&EE Networking Group produces Codes of Practice and other documents as good practice for all members of the industry.</p>
<p>Rail Sentinel https://www.railsentinel.co.uk/ – registered companies only</p>	<p>Sentinel Scheme Rules The latest copy of the scheme rules can be found here: Sentinel Scheme Rules (bottom of website)</p>
<p>Office of Rail and Road http://orr.gov.uk/ – free access</p>	<p>Independent safety and economic regulator for Britain's railways, and monitor of performance and efficiency for England's Strategic Road Network.</p>
<p>Rail Accident Investigation Branch http://www.raib.gov.uk/ – free access</p>	<p>Independent railway accident investigation organisation for the UK. It investigates railway accidents and incidents on the UK's railways to improve safety, not to establish blame.</p>

Other Safety Information



Other Bulletins

Track Safety Alliance

A few videos of interest at the Track Safety Alliance website:

<http://www.tracksafetyalliance.co.uk/videos/65/>

Southern Shield

Everyone Home Safe Every Day

Southern Shield is a collaborative safety forum that consists of Network Rail Infrastructure Projects Southern Region and its principal contractors. There are many more useful links on their website

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

- Best Practice <https://www.southernshield.co.uk/best-practice/90/>
- Safety Messages <https://www.southernshield.co.uk/safety-messages/4/>
- Health & Wellbeing <https://www.southernshield.co.uk/health-and-wellbeing/82/>
- Library <https://www.southernshield.co.uk/library/3/>



Think Risk Flowchart



No26 2020



Introduction
For many of us, the coronavirus pandemic has impacted our wellbeing. It is important that we find ways to look after our wellbeing through this uncertain time.

In this factsheet:

- Personal Wellbeing
- Video Call Fatigue
- Mindfulness Activity

How are you today?
During the pandemic, frontline working has changed. Your working life has likely impacted or been impacted by your mental wellbeing...

- You may feel isolated as you are working and travelling more by yourself.
- You may be worried about being exposed to the virus.
- You may feel stressed due to pressures outside of work e.g. having to care for someone who is shielding.
- Watch this video:
<https://www.youtube.com/watch?v=wCd6LPzWsc>



You have an important role right now, supporting others so they can go about their lives safely. This role can make it feel difficult to take care of your mental wellbeing – but it is ok to say you don't feel ok. Below is advice on taking care of your mental wellbeing and checking in on your work mate.

How are you really?

It is completely normal to feel stressed, frustrated and low right now. There are ways to manage this and to improve your mood and mental wellbeing:

- Prioritise taking care of your basic needs. It is important that you are getting rest between your shifts, eating well, exercising and maintaining contact with your friends and family.
- Use strategies that you have used in the past to manage your stress. These can help you now even if the scenario is different.
- If things become overwhelming, perhaps talk to a colleague or family member about how you are feeling. You can also get the support you need from your manager or a mental health first aider.

Are you getting enough sleep?

Are you eating well?

When did you last speak to someone important in your life?

How is your work mate?

During this difficult time, you may notice that a colleague seems irritable, unmotivated and worried – these are symptoms of stress and burnout. Here are some ways to support your colleague's mental wellbeing:

Reach out to a colleague if they seem overwhelmed with work. Ask them how you can support them.

If your colleague shares with you their feelings, acknowledge them and listen to them without judgement

Help your colleague recognise their stress and burnout symptoms and encourage them to find support.

Most importantly, if you notice changes in someone's usual behaviour/attitude, this should alert you that something may not be right. Ask them if they are ok, then ask again as often we instinctively say 'yes, I'm fine' when we are not. Generally, men struggle to open up and talk openly about feelings but it really is good for our mental health to talk.





No26 2020



Video Call Fatigue

For many of us, we are attending more meetings and social ‘gatherings’ via video calls than ever before; it has become our normal way to stay in touch with our colleagues, friends and family. Most of us feel exhausted after a day of video calls – why?

- Video calls require more focus than face-to-face communication. On video calls, we work harder to process facial expressions, body language, tone and pitch of the voice.
- Video calls can be distressing. It is a reminder of the face-to-face contact we have lost. Furthermore, everyone looking at you can bring social pressure.
- Technical difficulties on video calls can cause stress.

All these aspects of video calling are exhausting and can lead to fatigue.



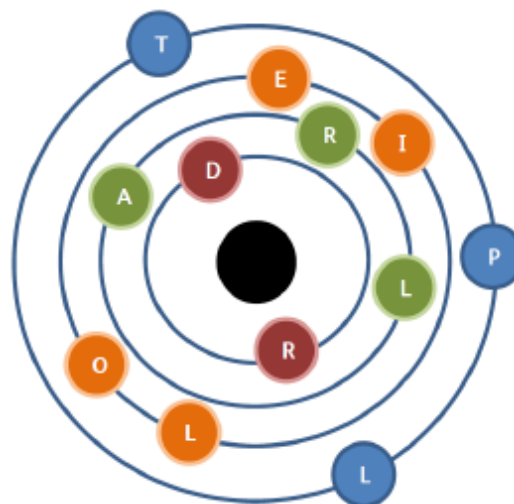
Ways to reduce video call fatigue

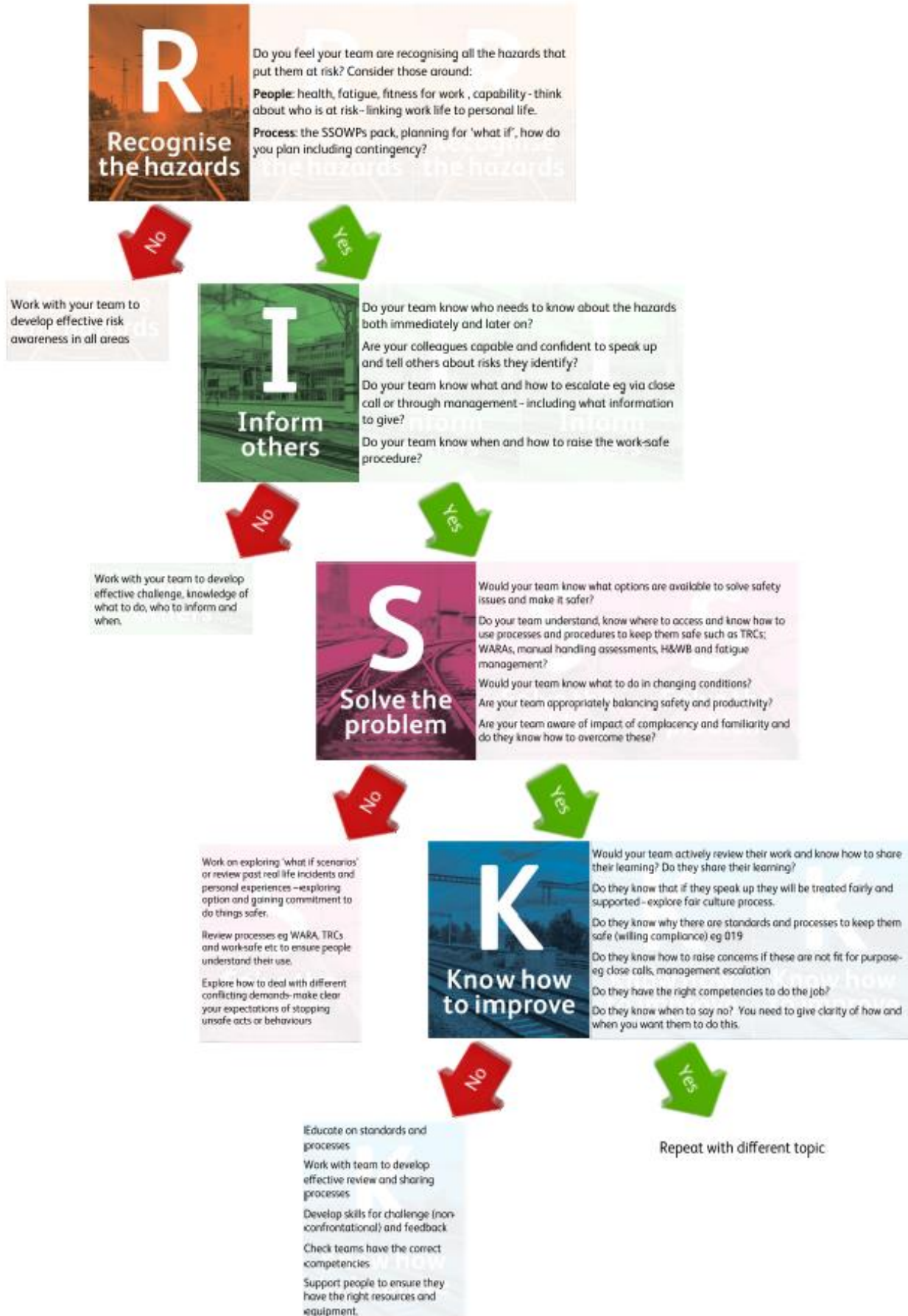
- Introduce time boundaries to your calls. An hour call without a break can be tiring. If a video call must be over an hour, make sure breaks are built in.
- Limit video calls to those that are necessary, a quick phone call may be all that is needed
- Create boundaries in your working day and allow time to switch off for a few minutes, get some air, make a cup of tea, stretch or stare out the window – whatever works for you
- Recognise that technical difficulties happen and that is ok. Don’t pack the agenda and allow float for connection issues, distractions, downtime for people to catch up before launching into the detail
- Recognise that you and others can say no to attending social video calls, we don’t always have to be available.
- Be honest, open and be mindful of how others are feeling, a little kindness goes a long way.

Mindfulness

The activity below is a word orbit. Activities like these can improve your mental well-being; they distract you from any anxious thoughts you are having.

Instructions: How many four-letter words can you find by travelling in from the outer ring to the inner-most ring, picking one letter at each stage.







OFFICIAL

Safety Bulletin

A serious incident has taken place



High Pressure Water Jetting Accident at Fairwood

Issued to: Network Rail line managers, safety professionals & accredited contractors

Ref: WWB21/004

Date of issue: 24/08/2020

Location: Wales and Western

Contact: Suzanne Kay
Capital Delivery Wales and Western



Overview

An injury (bruised ribs) was sustained by a QTS member of staff during drainage works on Sunday 16th of August 2020. The incident occurred on track during a planned possession at Fairwood Junction on the WES line.

The work being undertaken at the time of the accident was on track jet cleaning and CCTV of cess drainage infrastructure. This task involved the use of an on track road rail vehicle (RRV) jetvac unit to clean the drainage line via high pressure water jetting and portable CCTV equipment to survey cleaned lines.

Once the RRV was in position the operatives pulled out approximately 31 metres of jetting hose, checking the condition of the hose for any abnormalities, rips, bulges or tears to the outer protective sleeve. Upon commencing jetting the hose travelled approximately 2-3 metres up the line before coming to a stop, having hit either a solid obstruction or a capped off line. The lead jetting operative called for the jetting pump to be shut down in order to investigate the obstruction with the CCTV unit.

As the operative approached the unit the hose remaining on the reel burst catching the operative on the left ribcage. This resulted in severe bruising. The injured person removed himself to a position of safety where medical assistance was called for.

Discussion Points

Initial findings have revealed that:

- Despite the entire hose length having been checked on the previous shift, on the night of the accident only the working hose length had been checked.
- No evidence of documented hose checks were in place.
- Initial examination suggests an internal failing on the hose.

<ul style="list-style-type: none"> ➢ Always: Thoroughly examine the entire length of hose prior to every working shift. ➢ Document: All hose examinations must be documented on the relevant log sheets. ➢ Remove: All leader hoses to be removed and stored separately before being reeled 	<ul style="list-style-type: none"> ➢ on to the hose drum or remote reel to prevent the main hose from kinking next to the leader hose connection. ➢ ALL JETTING OPERATIVES to be Competent and hold an UP TO DATE Water jetting Association CARD.
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Part of our group of Safety Bulletins





OFFICIAL

Safety Bulletin

A serious incident has taken place



Near Miss - Heywood Road

Issued to: Network Rail line managers, safety professionals & accredited contractors

Ref: WWB21/003

Date of issue: 10th August 2020

Location: Wales and Western

Contact: Helen Barnes
Workforce Health, Safety & Environment
Advisor Works Delivery Western



Overview

On 05th August 2020 an Off Track team from Works Delivery Western were carrying out vegetation clearance at Heywood Road, under Site Warden Warning protection.

They were working in the down cess of SWY 93m64ch using brushcutters. The COSS / Site Warden was also positioned in the down cess. The team didn't hear or acknowledge an initial warning from an approaching train (1C75).

The COSS / Site Warden had their back to the approaching train and then became involved in the activity by tightening the brushcutter operatives' harness, which had become loose whilst trying to start the equipment. The COSS / Site Warden at this point had moved inside the 2m safe working zone as the train passed at full line speed of 110mph.

Events are subject to further Level 2 investigations.



Figure 1: The planning of the safe system of work was undertaken in winter and based on a safe walking route due to minimal vegetation



Figure 2: Recent photo showing the vegetation regrowth

Discussion Points

- Has your work been planned in accordance with the 019 safe system of work hierarchy?
- Have you tested your safe system prior to starting work?
- What would you do if you had concerns about the implementation of the safe system?
- Could your safe system of work be improved? How would you raise this?

Part of our group of Safety Bulletins





OFFICIAL

Shared Learning

Key learning following a serious incident



OVERTURNED ROLLER AT CRUMLIN

Issued to: Network Rail line managers, safety professionals & accredited contractors

Ref: WWL21/010

Date of issue: 26th August 2020

Location: Wales and Western

Contact: Steve Jones, Health and Safety Manager, Capital Delivery Wales and Western



Overview

At 11.30 a.m. on the 14th of August 2020 at Crumlin in South Wales, a 5 tonne roller overturned when it reversed off the edge of an access ramp during its construction.

A banksman was in attendance and assisting with the management of the operations utilising Duplex Comms. However, he was not directly next to the roller while it was operating as he needed to remain in a position of safety.

At the time of the accident the machine operator was compacting a capping layer across the working platform of the access ramp. Edge protection was not practicable during the compacting process, however, it was scheduled to be reinstated upon completion of the activity.

The machine operator drove forward into the working platform then reversed back out at a safe distance from the edge, compacting the area. He then manoeuvred the roller around a post and whilst reversing in this position (at a different angle to his entry) the left rear wheel protruded too far and the weight of the machine carried the roller and the operator over the edge.

Once the plant had settled onto the side of the bank supporting the working platform, the machine operator hit the emergency stop button which cut the engine. The Supervisor monitoring the work area witnessed the accident and offered first aid to the machine operator. Thankfully, the machine operator did not suffer any injuries and was deemed to be in good health.

Underlying Causes

The task brief did not detail the specifics for the type of plant required for compacting. It allowed too many options and did not provide enough clear instruction.

Subsequently the task brief was reconfigured to include more instruction on the specific types of plant or equipment allowed to be used for compacting, depending on the topography of the working space; such as a forward whacker plate machine or a remote-controlled whacker plate machine.

Key Message:

- Large plant can introduce risk, especially on small, congested sites;
- Sometimes smaller, hand operated equipment may be more appropriate than ride on plant;
- Do you consider what plant or equipment will be best for a particular job; or do you just use whatever's on site if it should get the job done?

Part of our group of Safety Bulletins





Shared Learning

Key learning following a serious incident



Speeding Offences and COVID 19

Issued to: Network Rail line managers, safety professionals & accredited contractors

Ref: WWL21/008

Date of issue: 20th July 2020

Location: Wales and Western

Contact: Helen Mathewson
Health and Safety Manager
Capital Delivery Wales and Western



Overview

There has been an increase in the number of speeding offences since the start of the COVID 19 pandemic.

In Wales and Western, for example, we have received three recorded Notices of Intended Prosecution (NIP) for drivers exceeding the speed limit on the same section road - the A4119 between Llantrisant and Junction 34 of the M4 motorway. Sadly, over the last 10 years this area has had a high number of vehicle related fatalities, which is the reason the speed has been reduced in key sections.

There has been an increase in offences received during the Covid-19 restrictions so please be aware that although the roads may sometimes seem quieter the risks caused by speeding are not any less.

Things to remember:

Speed and red-light cameras are placed in locations where people have been killed or injured; where excessive speeds have been recorded or; at a Community Concern site.

Cameras are not hidden to catch drivers out or placed where they will record the most offences. Cameras are there to encourage motorists to drive within the speed limit, so the most successful cameras are those which record the LEAST number of offences not the most

Speed limits in the UK vary according to the type of vehicle and type of road driven. Driving just a few miles over the posted limit could mean the difference between life and death. At 35mph you are twice as likely to kill a pedestrian as you are at 30mph (RoSPA – Royal Society of Prevention of Accidents).

Points and Penalties:

Speeding

- Minimum £100 fine and 3 points
- Maximum £1000 fine and 6 points, (+ discretionary disqualification)

Speeding on a Motorway

- Minimum £100 fine and 3 points
- Maximum £2500 fine and 6 points, (+ discretionary disqualification)

The road speed limit and the actual recorded speed in the speeding offence, may result in a court summons being generated in place of the Notice of Intended Prosecution (NIP).

Underlying Causes

Failure to adhere to speed limit.

Key Message:

- Please familiarise yourself with the vehicle and route before setting off on your journey.
- Allow plenty of time for your journey and sufficient breaks if necessary.

- Further information on all aspects of driving can be found on the Wales & Capital Delivery Road Fleet website:

[Wales & Capital Delivery Road Fleet](#)
or by e-mailing
WalesRoadFleet@networkrail.co.uk

Part of our group of Safety Bulletins





<h2 style="margin: 0;">Safety Bulletin</h2> <p style="margin: 0;"><i>An Operating Irregularity has taken place</i></p>	
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Issued to: Southern Region

Reference: Operational Close Call

Date of Issue: 17th July 2020

Location: Durnford Road at 6m 28ch - Line of Route BML 1, (Wessex Route)

Contact: Wessex Access Planning and Delivery Team



Overview

A possession published in Wessex WON Week 15 Item 37 was booked to take place between Waterloo and Durnford Road from 00:20hrs to 05:00hrs on Thursday 16th July 2020.

The Duty ODM arrived to undertake Possession Assurance check on Detonator Protection at Durnford Road, when it became apparent that the protection on the Down Main Fast and Up Main Slow had been placed on the incorrect side of the points, countryside vice London side. The Down Main Fast protection had been placed Beyond W705pts vice on the Approach. The Up Main Slow protection had been placed on the Approach to W704Pts vice Beyond.

The ODM took over the PSS duties and got permission to place the protection on the Down Main Fast and Up Main Slow correctly.

The Possession Support Staff (PSS) was familiar with the location but did not have the sufficient time to review the SWP prior to work taking place. The PICOP briefing took place over the phone due to the current COVID-19 situation.

This incident is under further investigation.

Discussion Points	
<ul style="list-style-type: none"> Ensuring that SWP's and other relevant information and paperwork are supplied on time and in line with 019 Standard 	<ul style="list-style-type: none"> How do you assure yourself that your briefing is fully understood by the other party if it can't take place face to face? Take 5 and always question/seek confirmation if something is unclear.

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REMEMBER TO ADHERE STRICTLY TO ALL GOVERNMENT AND NETWORK RAIL'S DIRECTIVES ON COVID-19. STAY ALERT AND BE SAFE AT ALL TIMES.

Safety Bulletin

A serious incident has taken place



Fall from Height at Pen-y-Coed access point

Issued to: Network Rail line Managers & Safety professionals
Ref: WWM 20/001
Date of issue: 24/07/2020
Location: Pen-y-Coed, Whitland
Contact: Keith Morey WHSE Advisor



Overview

On the 21st July 2020 at approximately 12:30 a track maintenance operative was waiting with the workgroup socially distanced on the landing area of set of access point steps for a line blockage to be re-taken. Whilst waiting the operative decided to sit on the top handrail, which subsequently gave way and the he fell backwards a distance of approximately 1.5 – 2m onto rough ground below.

The operative landed on old troughs and debris that have been left in the cess. He lay there for a short period before getting up on his own. The workgroup questioned his welfare and injuries however the operative stated it hurt a bit. The operative was then assisted down the access stairs and along the road to the nearest vehicle and was then taken to hospital where it was found that the he had suffered three fractured back vertebrae and a fractured ankle. The hospital staff have fitted a lumber support and a special boot after keeping the operative in overnight for observation.

Discussion Points

- 1 – The operative sat on the handrail – how often have we seen this or done this? Is this something you might have done? No one in the workgroup challenged the operative or questioned the act. How do we challenge this behaviour?
- 2 – After the fall no one asked the operative to stay still or thought to ask about calling for help or phoning 999 for an ambulance. How do we assess the seriousness of an injury on site? Are there other resources to ask for help? Have you used NHS 111?
- 3 – Due to the accuracy of the statements we understand exactly what happened and how lucky the operative was to escape further injury or have further damaged himself by moving. How would you respond if this was one of your colleagues?

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Shared Learning

HSE Lessons Learned



Title: *Failure of COVID-19 Controls*

Date: 08.07.2020	Business Segment: Engineering
Site: BT Derby	City / Country: Derby, United Kingdom
Area: WMA	Business Event ID: Incident

Description

The Train Zero test team have been reduced in numbers and productivity capabilities due poor implementation of COVID 19 controls. A member of the team has reported symptoms of COVID 19 to the Manager and declared that the social distancing requirements for his work area were not strictly adhered too, this has led to a track and trace event and a total of 5 additional Contractors have been sent home during the investigation and confirmation period.

Key Lessons Learned

The COVID 19 Task Assessment and Safe Working Instructions need to be policed by the Management.

Failure by individuals to follow COVID-19 task assessments, safe working instructions and social distancing requirements have placed themselves and their family members at risk.



Root Causes	Corrective and Preventive Actions
<ul style="list-style-type: none"> Individuals failing to follow task assessments and safe working instructions. Managers failing to enforce / monitor COVID-19 safety requirements. 	<ul style="list-style-type: none"> Implement and monitor requirements of the Task assessment and safe working instructions.

Site Reference: Incident
Contact Person: Dave Hird





Safety Bulletin

A serious incident has taken place



Crushed Finger Under Rail Accident

Issued to: All Southern Region

Ref: CDU 02/06

Date of Issue: 12/06/20

Location: West Norwood

Contact: Justin Linch, Asset Engineer (Welding & Rail Management) - Southern Region



Overview

On Tuesday 2nd June , whilst undertaking stress welding activities within possession Item 136 a welder got his finger trapped underneath a piece of rail.

At approximately 02:30, the welding assistant placed a heel bar on the outside right hand side of the rail to lift the rail approximately 20mm to allow the welder to remove padding from underneath the rail and place a wedge in its place. The welder initially experienced some difficulty removing the pad however successfully removed this using a rail pad remover tool. He then proceeded to place a wedge in its place, when without warning the rail came away from the heel bar and made impact with the tip of the IP's right ring-finger, crushing and trapping it. The rail was immediately lifted to free the IP's finger. First aid was provided at site and the IP was accompanied to the nearest hospital. He had sustained a small break to the tip of his finger and continues to experience a loss of feeling between the middle and tip of his finger.

Initial investigations found that whilst the use of a rail bar is an approved method in line with training, it is no longer considered the preferred safest method.

Working Instruction

- If there is a requirement to lift rails whilst undertaking welding activities, it is now mandatory to use an approved jack, unless an approved alignment aid is used. Ensure all body parts/clothing and members of staff are clear before raising/lowering the rail.
- Rail pads shall be removed only after the rail is supported. A pad remover tool or spatula must be used to ensure fingers are kept clear at all times.
- If you have any concerns about the safe systems of work, including time provided to complete a task – stop work until you are sure it is safe to proceed. Take 5 before undertaking the task, think of the risks.

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Sussex Route

Safety Bulletin

Ref: Insect Bite WNB2003



Insect Bites and Stings

Overview

On 1st June a member of Didcot P-Way team working in the Kennington area of Oxford suffered an insect bite on the knee. Once at home their right knee became swollen due to a reaction to the bite.

On 16th June, a member of the S&T team working at Theale IP suffered 3 wasp stings on their right arm after disturbing a nest inside the points clip cabinet.



A natural based Insect Repellent Spray can be ordered from I store: URLT/006022

Action

These incidents are more common in Summer months with insects such as Horsefly, Wasps, Bees and Mosquitoes.

- Staff are reminded that they should have access to supplies of Insect Repellent that they can use whilst on shift
- Wearing long sleeve PPE when working in vegetated areas will reduce the risk
- Those with known allergies should make the Person in Charge aware before starting work and carry an EpiPen if needed.

Western Route

Issue to: Western Route

Date: 18/06/2020

Location: N/A

Contact: Louise Evatt
HoRSHE Western Route

'What I'd Miss Most'



Discussion Points

- What signs do you look for when assessing the area for animal and plant hazards? Also remembering Oak Processionary Moth (largely South East), Himalayan Balsam, Japanese Knotweed and snakes.
- Do you use the Medical ID on I Phone to record any medical information and emergency contacts? And are your first aid arrangements suitable and sufficient?
- Although extremely rare would you recognise the signs and symptoms of an anaphylactic reaction to a bite/sting? And would you know what to do?



Safety Bulletin

A serious incident has taken place



Lost Time Accident at Albany Park

Issued to: Kent & Sussex routes
 Date of Issue: 25/06/2020
 Location: Albany Park Sub Station



Overview

On the 16th of June, a two-person team was tasked to undertake maintenance both inside and outside of Albany Park sub-station.

Whilst one of the team was making their way across the compound, they put their left foot onto what they thought was troughing lid, however it was obscured by vegetation and their foot slipped resulting in an ankle injury.

The injured person, (IP), was unable to continue working, was assisted from site and drove home.

No call was made to Route Control at the time of the accident and the opportunity to introduce a Golden Hour Care Plan was lost.

At the time of publication, the IP has still not returned to work and the investigation is currently ongoing, but we would like to issue a few immediate reminders.

Key Learning / Discussion Points

- Of the 13 slip, trip and fall accidents that have occurred on London Bridge DU since 1st April 2019, 8 have happened 'off the ballast' and 4 of those have resulted in lost time injuries.
- Do we know what to do in the event of an accident?
 1. Report details to Route Control as soon as you are protected from further risk.
 2. Report to your Supervisor or Line Manager.
 3. Line manager to follow the Golden Hour process with 6 hours and 24 hours updates.
 4. If you can't report your accident someone else can do it on your behalf.
- How do you assess the risks if the injured person is able to drive back home / depot after an accident?
- Has the IP been told to stop work and **P**rotect the injury?
- Has the IP been told to **R**est?
- Has the IP applied **I**ce to the injury? (Do you have ice packs in your vehicle, including hires?)
- Has the IP **C**ompressed the injury?
- Has the IP **E**levated the injury?

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Kent Route



Safety Bulletin

A serious incident has taken place



Brush Cutter Accident

Issued to: Works Delivery Kent & Sussex Routes

Ref: WDSER02JUN01

Date of Issue: 2nd June 2020

Location: Hever

Contact: Chloe Feekings 07747 480 334

Overview

On the 6th May 2020 a team working on behalf of Works Delivery were undertaking vegetation clearance as part of works to access through (overgrown) third party land, to gain access to the Network Rail boundary fence line, to complete a fencing renewal.

The person in charge and project manager were on site, however they had gone to look at another area of the (third party land) site.

Whilst the area at the accident site was only to be cleared with hand tools, the IP picked up a brush cutter, which had just been delivered to site and was intended for future use on more dense vegetation and by others. He was interested in its performance.

He proceeded to start the item of equipment and began to try it on a section of light vegetation in the farmer's field.

The member of staff had not received training or held competence in the equipment which they were operating.

Almost immediately, the blade of the brush cutter became entangled in the vegetation (understood due to the manner of use) and as the IP attempted to recover the situation, the blade came into contact with his left leg, just below the knee.

Discussion Points

- Always follow the life saving rules.



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



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

- Only use tools and equipment which you are trained and competent to use.
- Never undertake any work until you have been properly briefed to do so and have received a full task briefing.
- Always ensure you wear the correct PPE for the task.

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South East route



Safety Bulletin

A serious incident has taken place



Chainsaw Accident

Issued to: Works Delivery Kent & Sussex Routes

Ref: WDSER02JUN02

Date of Issue: 2nd June 2020

Location: Minster

Contact: Chloe Feekings 07747 480 334



Incident details:

On the morning of the 20th May 2020 a Works Delivery colleague was involved in an accident with a chainsaw.

The arborist was section felling an Oak tree, to aid the climber they were using spikes to help with work positioning. As the arborist was removing a branch they slipped and came in to contact with the running chainsaw. As a result they sustained a 7cm cut to their left forearm.

The arborist was able to self-rescue and received immediate first aid.

They were then taken to hospital with soft tissue damage.

The arborist is expected to make a full recovery.

Discussion Points

- Take 5 to assess the tree and plan your cuts, remember to consider the characteristics of the tree and your work positioning.
- Ensure all climbing systems are taut and that ropes are routed without snagging - if in doubt ask your grounds person, stop and take 5 and re-plan your work.
- Consider alternative methods of work e.g. mechanisation, hand saws and pruners for smaller diameter branches, assisted felling or work from a mobile platform.
- Ensure all equipment is in good condition - when did you last check your spike gaffs?
- Regularly review your emergency procedures and ensure all team members are briefed and understood – are you prepared to manage a serious injury?

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South East route



HSE High Value Learning – Laptop Fire



Incident Information

A laptop overheated and subsequently caught fire while being used by a Jacobs employee.

LOB: P&PS

Region or Global Business Group: EMEA

Country/Date: United Kingdom / 06/15/2020

Description: Dell Precision 7530 Laptop fire

Actual Severity: 1

Worst Potential Severity: 3

Intelex #: 14263



Key Findings (Initial investigation assumptions)

- Laptops, phones and tablets contain Lithium batteries which can become very hot during use
- This laptop was being used on a soft surface which restricted the air vents and reduced the cooling airflow, allowing heat to build up within the laptop
- At this stage we believe that the heat generated resulted in gasses being released from the battery which then ignited causing smoke, then a fire.

Lessons Learned

- Laptops should always be used on a hard, flat surface like a table (never on a cushion, bed or carpet)
- Always ensure that the laptop's air vents on the back, sides and underneath are free from obstruction
- Undertake regular checks of the air vents to remove dust or debris blocking the ventilation channels
- Complete regular visual inspections of the laptop, especially around the battery area. Battery failure may show as bulging cracks around the battery area or a fault like the touchpad no longer being as sensitive when being used
- Never use a laptop power cable or extension cable which is damaged

In any of these events, raise a support ticket or call for IT assistance

- Turn off devices as advised by IT when not in use and avoid leaving them unattended when switched on.
- Make sure you have working smoke detectors fitted within your home

JJ-HS-WI-0402-JJ-F-01, Rev. 0, Eff. Date 01-Oct-19



Environment Bulletin



Hard hat recycling

Issued to: **Environment & Sustainability Mailing List**

Ref: NREB20-04

Date of issue: 25/06/2020

Location: England, Wales, Scotland

Contact: [Maria Jarosz](#) (Principal Environment and Social Value Manager)
[Sally Marquiss](#) (Technical Surveyor)

Overview

The UK throws away a significant number of hard hats each year which normally end up in the general waste bin/skip and ultimately in landfill.

To help reduce the number of hard hats sent to landfill, Network Rail has signed up to the National Hard Hat Recycling Scheme run by Yes Recycling which recycles hard hats at a dedicated waste processing facility.

The Hard Hat Recycling Scheme is a membership scheme, whereby registered members can send their hard hats directly to a dedicated hard hat recycling facility where the plastic is recycled to create plastic pellets.

Network Rail currently has a 6 month subscription to the scheme for use by Network Rail only (not contractors). The scheme is for hard hats only and not general PPE.

How does it work?

How to recycle your old hard hats?

1. Complete the '[Sending My Hats](#)' form.
2. Send the completed form to info@yesrecycling.org.
3. Print one copy of the completed form and include that copy with the hats (for example inside the box you are sending).
4. Download and print the '[Address Label](#)'.
5. Complete this and tape to the outside of the box that you are sending or otherwise give to the courier as a delivery note. This label contains the address of Yes Recycling, as well as important and legally required information for the postal service.
6. Once Yes Recycling receive hats, the appropriate 'receipt of waste' paperwork will be sent to Network Rail.

Please note: postage or courier services cost needs to come out of the local cost centre sending the hard hats. This is the only cost which will be incurred as the subscription fee has already been paid.

Example of the cost: Enterprise House, Paddington sent 38 hard hats via our couriers service at a cost of £27.

If you require more details, please contact: Maria.Jarosz@networkrail.co.uk
Sally.Marquiss@networkrail.co.uk

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Other Safety Information



Safety 3-4-3 and Fleet 3-4-3

Safety 3-4-3 and Fleet 3-4-3 will be published and distributed at a later date.