

# Health and Safety Briefing

## Conductor Rail Heating Control Panels

**F**or the attention of ; Any member of Network Rail Staff or Contractor staff working on the Kent Sussex and Wessex Routes

Background:

Following component failures which have caused localised damage within certain Conductor Rail Heating Control Panels in Kent, Sussex and Wessex additional protective measures have been undertaken for the 2012-13 Winter period. Certain installations will remain switched off until they can be modified and the control panels upgraded.

All other sites will be switched on but will have the following additional precautions applied:-

Certain Conductor Rail Heating Control Panels switched on during the current Winter Period will have a fenced exclusion zone as shown below around the Control Panel which must not be entered whilst the equipment is switched on.



In addition to the fencing, these locations will have warning signs as shown below:-  
Immediate Action Required by all persons affected:

For access to the local control panel including switching on or off of the heating, the Electrical Control Operator (ECO) shall be contacted and arrangements made for the conductor rail section supplying the control panel to be switched off. Persons must not enter the fenced area until the ECO has confirmed this has been done.



Upon completion of any activity within the fenced area and only when all persons attending are outside that area shall the ECO be requested to arrange for the conductor rail supplying the relevant control panel be switched on.

To undertake actual work on the panel 750v control equipment circuits or heating strip an appropriate isolation (Procedure A, Procedure B or Temporary Isolation) in accordance with the DC Electrified Lines Instructions (NR/L3/OCS/3091) shall be undertaken.

If the panel is completely removed and disconnected from the 750v supply an isolation is not required.  
As modified and updated control panels are fitted the restrictions will be lifted and exclusion fencing removed.

# Crush Fatality from Site Plant movement

Please take a few moments to consider the event below, and the control measures in place to prevent such an occurrence on the site you are working at.

## Enterprise

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## Utilities

### Safety Alert U096

#### Fatal crush injury sustained whilst attempting a mechanical lift

##### Incident

Whilst attempting to move a petrol floor saw from the ground onto a flatbed vehicle using a JCB All-Terrain Fork Lift Truck within one of our DSP's depots, one of their employees sustained a serious crush injury and sadly lost his life ten days after the accident.

The accident occurred on the 24<sup>th</sup> October, we believe that the JCB driver moved the floor saw out of a metal lock-up container prior to driving the JCB fork lift into position to lift the floor saw. The driver has reported that the deceased unexpectedly moved into the gap between the JCB and the metal lock-up, and as the JCB was braked hard the forward momentum trapped the employee against the metal lock-up.

This is an extremely sad time for the deceased's family, friends and colleagues and we ask that everybody takes note of the incident, and implements the controls below when working around vehicles to help ensure that nobody else experiences a tragedy like this again.



Foot Print and direction of Fork Lift



JCB Involved in the lift of the Floor Saw

##### Key controls

###### Site set-up

- Wherever possible keep vehicles and pedestrians apart
- Ensure that pedestrian areas are well marked and protected by barriers where possible
- When using vehicles in areas shared with pedestrians, use a Vehicle Marshall/Banksman

###### All persons

- Never position yourself between moving vehicles and fixed objects
- Always stay at least 3m away from a working vehicle wherever possible
- Only approach the vehicle if you are sure that the driver knows that you are there and has given you a clear signal to move closer to the vehicle
- As soon as possible move away to a safe place by the safest direct route
- REMEMBER - If you can't do it safely – **DON'T DO IT!**

**TargetZero**  
Accidents, incidents and occupational illnesses

Remember - if you can't do it safely - DON'T DO IT!

Approver  
Author

David Foster  
Jim McKerron

Date

05/11/2012

# Enterprise

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## Utilities

### Vehicle Marshalls/Banksman & Operatives

- Discuss and agree every manoeuvre with the driver before the activity starts
- Ensure that the driver understands the hand signals you are using
- Wear high visibility clothing at all times to be easily seen
- Get help if the manoeuvre requires more than one Vehicle Marshall/Banksman
- Stand in a place of safety and be aware of other vehicle movements (at least 3m away wherever possible and not in the line of the vehicle's travel and not between the vehicle and fixed objects)
- Be aware of pedestrian's at all times in order to warn them and, if necessary, remove them from the area
- Always be in a position of direct line of sight with the driver, or able to see the driver in their mirrors. Remember, if you cannot see the driver, the driver cannot see you
- Be clear with your signals
- Always stop if in doubt

### Drivers

- Agree every manoeuvre with the Vehicle Marshall/Banksman before the activity starts
- Ensure that you understand the signals which the Vehicle Marshall/Banksman is going to use
- Adjust vehicle mirrors to provide the best view and if reversing, make best use of any reversing aides fitted to the vehicle
- Be aware of pedestrian's at all times making sure that no pedestrians enter your working area
- Keep direct view of the Vehicle Marshall/Banksman at all times by direct line of sight or in the mirrors
- STOP immediately if you lose sight of the Vehicle Marshall/Banksman or any other pedestrians in the vicinity
- Follow the Vehicle Marshall/Banksman's signals, always STOP if in doubt or if someone enters your working area

### Supervisors

Are responsible for ensuring that:

- Our work sites are set-up taking into account vehicle and pedestrian movements
- We use Vehicle Marshalls when we are working on site
- Unsafe behaviours are addressed swiftly

### Contract Managers

Are responsible for ensuring that:

- All depots and yards are set-up appropriately with segregation for vehicles and pedestrians wherever possible
- We maintain the highest standards in all of our depots and yards, that they are managed
- That unsafe behaviours are addressed swiftly
- That we Risk Assess the tools, equipment and activities to eliminate/reduce the risks associated with manual and mechanical lifting

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# Working Hours

## Network Rail Workers

If, for any reason you are asked to work over the working limits as detailed below, before doing so you must contact Resourcing solutions, either on the office number or using the On Call number before you work over the hours to have a risk assessment to check the you are able to exceed.

**Under no circumstances are you to work over these hours without consent from resourcing Solution in conjunction with the Client**

**The following working time limits shall apply to all staff undertaking safety critical work on NWR infrastructure .**

- No more than twelve hours to be worked per period of duty/shift
- No more than seventy two hours to be worked in any seven day period
- A minimum of twelve hours rest between booking off from a period of duty/shift to booking on for the next period of duty/shift
- No more than thirteen periods of duty to be worked in any fourteen day period

### **14 hour door to door**

Travelling time from home to site and then from site to home must not exceed 14 hours door to door. If you require a risk assessment to exceed working hours your travelling time will be taken into consideration.

Work that is not classified as safety critical (e.g. official Network Rail business or attendance at a training or residential courses, at or away from the normal place of work) but which is undertaken by staff during the same shift as safety critical work is **Included in working hours**

## London Underground

If you are going to work over the working limits as detailed below you must contact Resourcing solutions before you work over the hours to have an assessment to check the exceedance is viable.

- The longest shift in any roster shall be 12 hours.
- The minimum amount of rest between two shifts shall be 11 hours.

As determined by LU or LU's suppliers the consecutive days that may be worked before a rest period shall be either:

- 6 consecutive days, followed by a rest period of not less than 24 hours.
- 12 consecutive days, followed by 2 consecutive rest days, each of which is not less than 24 hours.
- Within any 14 day period, 2 rest periods, each of which is not less than 24 hours.





# Winter

## is here!

**W**alk on ice - in icy conditions never run, keep both hands free for balance, short steps or shuffle for stability, be prepared to fall, and bend your back and head forward so you won't slam your head on the pavement, use handrails, report untreated access routes.



**P**roject / Site Teams – check that site offices and access points are being gritted, that suitable PPE is provided for adverse weather conditions, and that during deteriorating weather - supervision is dynamically assessing the risk to staff.

**D**rivers – check tyre pressures, your vehicle's lights are clean, the wiper system is working, washer bottles are full and contain a suitable additive to prevent freezing, your battery is fully charged, anti-freeze is topped up, clear windows and mirrors before setting out – and carry an ice scraper/de-icer.

## For the attention of all those responsible for the deployment of and users of voice activated DECT DUPLEX communication equipment (principally used with Road Rail Vehicles)

**Background:** DECT Duplex Communication Equipment is required to be deployed for use with the operation of Road Rail Vehicles (RRVs). There have been reports from users of high levels of noise being emitted from the ear pieces of non-attenuating headsets (those without hearing protection built in) when used for high noise tasks such as brushing or loading ballast onto trains or where another high noise activity (for example piling) is happening in the vicinity of the RRV. Initial investigations have determined that if the DECT Equipment is not set up correctly then the loud background noise can activate the Machine Controller or Operator's Microphone and be transmitted through the communication system causing discomfort to both this user and others on the communication link. If additional noise enters the communication link it is possible that prolonged exposure could potentially lead to hearing damage. Further investigation and noise testing is planned.

### Typical Non-attenuating (Without hearing protection) Headsets affected



### MT701 H03 Lightweight, Sidewinder

DECT Duplex Communications equipment is designed to prevent external noise causing a problem. It does however require the sensitivity of the voice activated microphones to be adjusted using the VOX setting, to compensate for the noise in the surrounding environment.

The VOX level (1 to 5) must be adjusted on a worksite specific basis to the actual background noise level. (Note: Conditions may vary during the work shift requiring the VOX settings to be adjusted). The higher the background noise, the higher VOX setting that will be required. The operator may need to speak louder at higher VOX settings to activate the microphone.

### Immediate Action Required by all persons affected:

**ON SITE:** If you feel discomfort in the ear due to external noise being transmitted on the communication system then report this to the Machine Controller. It is likely that the VOX settings are incorrectly set on one or more of the DECT units joined to the communications conference. This is likely to be the Machine Controller or any others moving too close to the source of the noise.

The Machine Controller should arrange for the VOX settings to be adjusted on each of the DECT units joined to the conference.

Those nearer to the external noise source may need a higher setting than others.

By ensuring your Headset is adjusted correctly and the microphone is as near to the mouth as possible will help with microphone activation and reduce the likelihood of external noise activating and entering the system.

As well as using the correct VOX setting prevention/reduction of the noise entering the system can be achieved by simply moving further away from the external noise source. You may not realise that the noise you are standing next to is affecting the other people connected to the communication link. Moving a small distance away will make a significant difference in how the system activates and the overall level of noise exposure. The DECT communication system is designed to enable Machine Controllers to be well away from the operating machine.

**Responsible Manager:** When planning work it is important to evaluate the levels of noise staff are likely to be exposed, either from the task they are undertaking or external noise from the environment within which they are working.

In the event that high noise levels are anticipated then attenuating headsets with in-built noise protection should be deployed. Use of these type of headsets could reduce the effect of any noise peaks and accumulated exposure over the duration of the shift to an acceptable level. Also ensure that your employees have received the briefing on how to fit their headset correctly and adjust the Volume and VOX settings on the DECT equipment.



Briefing /Training Material for the correct fitting and set-up of DECT Duplex Communications Equipment is available on the Network Rail Safety Central Website:

<http://www.safety.networkrail.co.uk/Projects/OTP-Safety/RRV-headsets>

Network Rail has established a new National Steering Group for DUPLEX Communications systems to promote and embed the use of this equipment. Industry Trade bodies representing suppliers and contractors are represented together with Trade Unions. Looking at the design and future technologies for headsets is one of the challenges the group will address.

Issued by: Mark Prescott. Network Rail Lead for the RRV Safety Improvement Programme

**For the attention of ALL STAFF AND CONTRACTORS USING CONDUCTOR RAIL TEST LAMP SET ON THIRD RAIL ELECTRIFIED LINES**

**Background:**

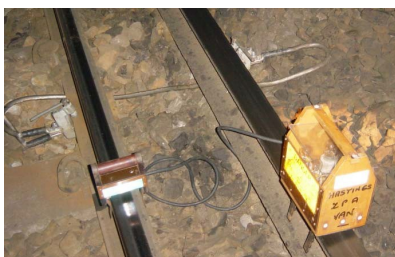
The use of the CRTLS, also known as the “Box of Eggs”, is to be restricted as set out in this Safety Bulletin. This device is described in the table and photograph below.

PADS Cat. No	Description	Part
040/007054	COVER CABLE, BASEPLATE, FOR PORTABLE LAMP TESTING SET BR SR/A1/16044 ITEM 14,	INFRA DRG NO SR/A1/16044 SR/A1/16044
040/060048	PANEL SIDE, SMALL, FOR PORTABLE LAMP TESTING SET, BR SR/A1/16044 ITEM 24,	INFRA DRG NO SR/A1/16044 SR/A1/16044
040/060049	PANEL SIDE, LARGE, FOR PORTABLE LAMP TESTING SET BR SR/A1/16044 ITEM 5,	INFRA DRG NO SR/A1/16044 SR/A1/16044
040/017460	TESTER LAMP SET (SR/A1/16044 ISSUE 2).	INFRA DRG NO SR/A4/10979 AMD 2 SR/A4/10979 AMD 2

Product acceptance of the CRTLS (Box of Eggs) for testing the presence of voltage on conductor rails was withdrawn on 11th December 2012. To allow a phased introduction of appropriate alternatives such as the Seaward PH3 Live Line Testers. it has been agreed that the CRTLS (Box of Eggs) will be withdrawn nationally as from 31st January 2013.

It should be noted that as there is no alternative device currently available, this Safety Bulletin does not affect the current practice of using the CRTLS (Box of Eggs) to indicate the presence of voltage on short sections of conductor rail known as floaters provided that the CRTLS (Box of Eggs) is proved to operate correctly before being so used.

**Immediate Action Required: All persons affected are required to note the following:**



1. That there shall be a complete prohibition on the use of the CRTLS (Box of Eggs) for testing the presence of voltage on conductor rails as from 31 January 2013.
2. That only Product Approved devices, for example the Seaward PH3 Live Line Tester and its associated Proving Unit, may be used for testing the presence of voltage on conductor rails