

November & December 2013

Briefing

Welcome to Resourcing Solutions' November & December 2013 Briefing.

Within this briefing there are updates from Network Rail and specific clients. Also included within this briefing are life saving rules, our on call management system, PPE and work safe (refusal to work).

Please ensure that you read this briefing and understand the content. Once you are confident with the content can you please respond that you have read this briefing.

Regards
Compliance
0118 924 1639
compliance@resourcing-solutions.com

On Call Management System

Resourcing Solutions operates a fully functional on call management service. The on call management service is run by a team of fully trained and experienced On Call Managers. The core purpose of the on call management service is to measure and manage candidate performance through diligent, proactive investigating. The secondary purpose of the on call management service is to help achieve our legal and moral obligation to report all accidents and incidents occurring within the workplace. The service also provides a live mechanism to deal with all external forces and workers complaints, which help promotes continuous improvement. You must report the following to the On Call Manager:

- If you will not be attending work (absenteeism) or will be late attending site
- If you will be leaving site early
- If you are required by the client to exceed your planned hours (risk assessment required)
- If you have an accident or incident (accident, incident, first aid and RIDDOR)
- If you experience an environmental accident or incident
- If your health, safety and welfare has been compromised (work-safe policy)
- If you are expected to work alone (work alone procedure)
- If you have taken any medication (prescribed or non-prescribed)
- If you think a worker is under the influence of alcohol or drugs
- If you have concerns regarding fellow workers' quality or performance on site

The On Call Manager's number is: 07786 265531

Please Note:

If at any time you are unable to attend site you must call the number above. Please do not substitute with another worker without contacting Resourcing Solutions (RSL). Any worker turning up to site that has not been sent by RSL will be turned away.

Work Safe

Any worker may refuse to work on the grounds of health and safety if they feel the health, safety and welfare of themselves, others, including the public has been compromised to such an extent that the risk of performing the task is too high. If your health, safety and welfare has been compromised, you must:

- Stop work immediately
- Ensure all precautions are taken to prevent injury, ill-health or damage to property
- Escalate the issue to an appropriate client representative (person in charge)
- Escalate the issue to the On Call Manager

All workers who use the work safe procedure will not be subject to disciplinary action, unless it is deemed to have been used incorrectly. If the worker is uncomfortable escalating their concern to a client representative, then the On Call Manager must be informed. The worker may remain anonymous throughout the entire process if they wish. If the worker is uncomfortable escalating their concern to the On Call Manager, then CIRAS (Confidential Incident Reporting and Analysis Systems for the UK Rail Industry) may be contacted. CIRAS is an alternative way to report safety concerns that you feel unable to report through company safety channels.

CIRAS Freephone—0800 4 101 101

Personal Protective Equipment

Resourcing Solutions operates a Personal Protective Equipment policy. When or near Network Rail's controlled infrastructure you must wear basic PPE which consists of:

- Head protection (hard hat)
- Goggles
- Foot protection
- Hand protection
- High visibility clothing (Vest, Jacket & Trousers)

Additional PPE will be issued subject to client requirements or by a risk assessment.

Each contractor must:

- Wear PPE as a required by legislation or the client
- Inform the On Call Manager of a lack of PPE or damaged/ deteriorated PPE
- Exercise the work-safe policy if PPE is non-existent, does not fit or is considered inadequate
- Use, clean and store PPE effectively and in-line with all health and safety information
- Report all PPE that is ill fitting
- Not modify, interfere or misuse PPE
- Co-operate with PPE audits performed by Resourcing Solutions' representatives

Exemptions

Male members of the Sikh religion from wearing a safety helmet, providing that a turban is worn.

Personnel driving or operating machines from within a covered cab will be exempt from wearing their safety helmet.

Any persons working in water, mud or snow will be exempt from wearing standard footwear with ankle support and will be provided with wellington boots with steel toe-caps and mid-sole protection.

Life Saving Rules

Driving



Always wear a seat belt while in a moving vehicle and always obey the speed limit.



Never use a hand-held device or programme any hands-free device while you are driving a road vehicle.

Taking Responsibility



Never undertake an activity unless you have been trained, assessed as competent and have the right equipment.



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

Working with Moving Equipment



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

Contact with Trains



Always have a valid safe system of work in place before going on or near the line.

Working with Electricity



Always have a valid permit to work where required.



Never assume equipment is isolated – always test before touch.



Always test before applying earths.

Working at Height



Unless it is clear other protection is in place, never work at height without a safety harness.



Always use equipment for working at heights that is fit for purpose.

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COSS CRP Course and Briefing

Briefing on the use of Seaward Live Line Tester and Proving Unit

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Who does this affect?

- All current holders of COSS CRP competence
- Sponsors of COSS CRP holders



What is changing?

From 1 March 2014 the COSS CRP course will include the use of the Seaward Live Line Tester and Proving Unit in order to facilitate adherence to the following Lifesaving Rule:

Never assume equipment is isolated – always test before touch.

In order to maintain competence, current holders of COSS CRP will be required to attend a briefing session delivered by a designated briefer on the use of the Seaward Live Line Tester and Proving Unit. On completion of this brief individuals will be awarded a competence event on Sentinel.

Note: Any COSS CRP holder who also holds one of the following will not be required to attend the briefing event:

LB 3rd R St-i – Level B: Testing & Strapping

LA 3rd R PA-i – Level A: Procedure A

LA 3rd R PB-i – Level A: Procedure B

LA 3rd R PB-iM – Level A: Procedure B Merseyrail

Individuals must be briefed by a registered briefer and have the completion of this briefing registered as an event on Sentinel.

When is this happening?

A further communication about the briefing and instructions for enrolling will follow shortly.

Briefing of individuals is to be undertaken between December 2013 and September 2014.

What action is required?

Sponsors will arrange for individuals to be briefed as required. However, in order to maintain your COSS CRP competence, you must make sure that you attend a briefing before 30 September 2014. Any holder of COSS CRP, excluding those with the competencies listed above, that does not complete this requirement by the due date will have their CRP competence removed.

Where can I get further information?

Key Contacts

For general queries on this course, please contact:

Andy Bold

Training delivery specialist (E&P)

Tel: 07736 732199

Email: andy.bold@networkrail.co.uk

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Maximum number of delegates permitted on the course

1

Briefing duration (hours)

ALT/098 – On Track Machine Fitter Receives Electric Shock from OLE

07/11/2013

For the attention of:

All PTS Holders

Summary

On Tuesday 5th November 2013 at 08:41, a serious incident occurred involving an on track machine fitter at Stafford Up Arrival Sidings on LNW (not in connection with the Staffordshire Alliance or VolkerRail OTMs). It is understood that the on track machine fitter climbed onto the roof of the on track machine and received an electric shock from the OLE.



It is reported that the fitter's injuries are life changing but not life threatening. An investigation into the accident has begun and further information will be communicated once investigations have been completed.

Staff are reminded of the requirements of rule book GE/RT8000/HB16 – AC Electrified Lines, section 4.2:

You must never go above the floor level of the driving cab, or climb on the roof or open upper deck of a vehicle, or on the steps giving access to the roof of any vehicle unless one of the following applies.

- You are on a line where there is no OLE above or adjacent to the vehicle.
- The OLE has been isolated and earthed as shown in Network Rail instructions and the COSS has been issued with an overhead line permit.

Actions / Key Messages

- Attitude –** Never become complacent around OLE. Always ensure that the correct systems are in place and procedures are followed when working with or near OLE.
- Influence –** Encourage safe behaviour from those around you and challenge anybody going near the OLE if you are uncertain that procedures have been followed.
- Management –** Recognise when workers may come into close proximity / contact with OLE and the correct planning and controls are in place in accordance with rule book requirements



Never assume equipment is isolated – always test before touch.



Always use equipment for working at heights that is fit for purpose.

HSQE ALERT

ALT/100 – Protection of Exposed Cables

14/11/2013

For the attention of:

Planners, Project Managers, Supervisors, Machine Operators, Machine Controllers, Engineers, E&P Personnel

Summary

Safety and reliability of any rail network is heavily reliant on live rail infrastructure surface mounted cables e.g. electrical track equipment (ETE) that feed substations such as feeder cables, rectifiers, negative return and interconnecting cables.

During recent works on a VolkerFitzpatrick rail project a double row of one tonne sand bags were being placed under a public right of way (PROW) footbridge by means of a tele-handler from below the bearing area of the bridge. The bags were to act as protection for cables when masonry was to be removed during mechanical demolition.



During the lowering of a one tonne sand bag a heras fence panel and / or the supporting foot was accidentally moved and damaged a nearby 750 volt supply positive feeder cable.

As result of this the fence became live. Fortunately this occurred towards the end of a shift and project staff reacted quickly to implement site warden warning and prevented anyone being injured.

Lessons Learnt

The activity was being carried out to protect the cables, but the risk of damaging the cable during the protection activity was not adequately assessed.

Ensure a site survey and risk assessment is carried out to identify all risks associated with work near to all cables and services on the surface.

Ensure that all risks are identified and the following mitigation measures are considered:

- Temporarily moving the cables / services away from the area where work is to be carried out
- Carry out the work when the cables / services are isolated or disconnected
- Place Inverted concrete trough route over the cable / service
- Protect the cable / services with supported timber / metals sheets
- Use cable / hose protection ramps
- Design a specific bespoke protection for the cables / services

HSQE ALERT

ALT/100 – Protection of Exposed Cables

Actions / Key Messages

- Attitude –** Always take care when working near exposed cables and ensure that all risks have been assessed before proceeding with any task.
- Influence –** Encourage others around you to assess all of the risks before carrying out any work around exposed cables; speak up if you notice work being carried out that may cause damage.
- Management –** Ensure that all risks have been assessed and that all staff have been correctly briefed prior to working near exposed cables.



Never assume equipment is isolated
– always test before touch.

To be displayed until 28/02/2014

HSQE ALERT

ALT/103 – Arthur Flury Single Rod Neutral Section Installations – Risk of uncontrolled release of Contact Wire tension

21/11/2013

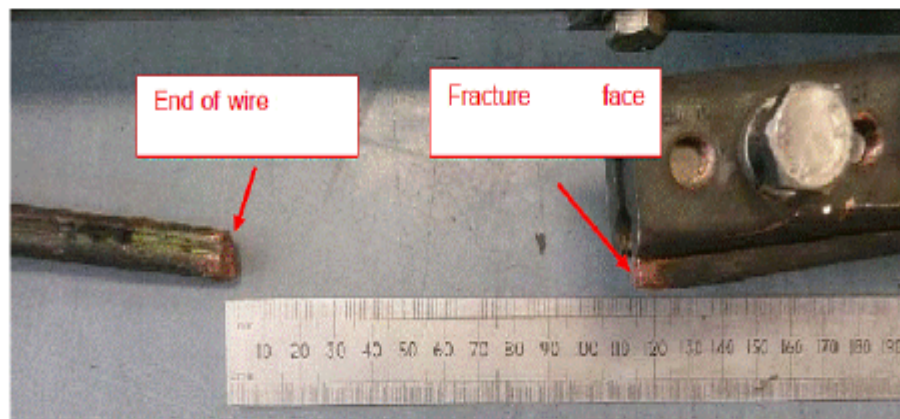
For the attention of:

Overhead Line Project Engineers, Overhead Line Construction Managers, Overhead Line Supervisors, Sub-Contractors

Summary

Two dewirements have recently occurred on the East Coast Main Line, at Retford and Tallington Neutral Sections.

The primary cause of both dewirements has been determined to be a fatigue failure of the contact wire, with the initiation point being the top of the contact wire at the entry splice. Both neutral sections had been installed for approximately 2 years and were installed in 107mm² Hard Drawn Copper contact wire, with a line speed of 125mph.



Boroscope inspections of further neutral sections have found corrosion and signs of crack formation on other entry splices and LNE route are currently implementing a programme of mitigation measures to prevent further dewirements. The root cause of the fatigue failures is being investigated by LNE route, an independent investigator, the manufacturer and Energy Services.

A safety risk also exists when working on existing Arthur Flury Neutral Section installations due to the possibility of a fatigued wire parting whilst working on the equipment.

Scope

This alert applies to all overhead line works where AF couplers are proposed to be used.

Actions / Key Messages

- Where any OLE works are being carried out at any Arthur Flury Single Rod Neutral Section location, a rig shall be installed across the Neutral Section assembly from contact wire to contact wire to mitigate against the risk of the wire parting and the uncontrolled release of tension.

**ALT/103 – Arthur Flury Single Rod Neutral Section Installations –
Risk of uncontrolled release of Contact Wire tension**

- Attitude –** Be vigilant when working on AF neutral sections where failure of this kind can occur.
- Influence –** Encourage our employees to take care when working with systems under tension
- Management –** Ensure only approved equipment with Product Acceptance is used.

To be displayed until further notice.

Use of chain flail/non standard cutting attachments on brush cutters

Health and Safety Executive - Safety alert	
Department Name:	Operational Strategy Division - Agriculture and Waste Recycling Sector
Bulletin No:	OPSTD 1-2013 Note: this bulletin replaces Bulletin No. OPSTD 3-2011 and Bulletin No. FOD CON 3-2010
Issue Date:	12 November 2013
Target Audience:	<ul style="list-style-type: none"> i. Suppliers and users of portable hand held brush cutters in arboriculture and the agriculture and construction industries ii. Relevant trade associations
Key Issues:	<p>The European Commission (DG Enterprise and Industry) has required Member States to prohibit the placing on the market of flail-type cutting attachments consisting of several linked metal parts (e.g. chains) for portable hand-held brush cutters. Non-standard metal brush cutting accessories fitted to petrol driven brush cutters can fail catastrophically in-service.</p> <p>There is a risk of death or serious injury to operators and others in vicinity from ejected metal components. These accessories are manufactured from more than one component and rotate at high speeds.</p> <p>Suppliers of such equipment should immediately discontinue supply of flail-type cutting attachments for portable hand-held brush cutters. Anyone using them should discontinue use of any non-standard metal cutting accessory immediately and consult the brush cutter manufacturer for guidance.</p>