

Safety Briefing

October 2015



Resourcing
Solutions



Welcome to Resourcing Solutions's October 2015 safety briefing

In this edition:

- Life Saving Rules
- Important updates from Network Rail and clients

Action required

After reading this briefing, you are required to respond. Please see details of how to do this at the end of the briefing.





Our Lifesaving Rules **NetworkRail**

Safe behaviour is a requirement of working for Network Rail.
These Rules are in place to keep us safe and must never be broken.
We will all personally intervene if we feel a situation or behaviour might be unsafe.

Working responsibly



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



Always use equipment that is fit for its intended purpose.



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



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

Working with electricity



Always test before applying earths or straps.



Never assume equipment is isolated – always test before touch.

Driving



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



Always obey the speed limit and wear a seat belt.

Working at height



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

Working with moving equipment



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



Spare and Redundant Lineside Materials

Overview

On Friday 31 July 2015 the Petersfield signaller reported multiple track circuit failures between Liphook and Liss on both main lines and that Liss CCTV level crossing had failed in the lowered position. Response staff found one of the location cabinets on fire. They removed the fuses and extinguished the fire.

Initial investigation found that a 400 yard length of redundant conductor rail in the cess had moved and come into contact with the live conductor rail at one end and the hand rail of a location case at the other.

The hand rail and location case were earthed together and the current travelled into the signalling supply system.

The redundant conductor rail had not been secured to prevent movement in hot weather conditions.



GRP CABLE TROUGH COVER – FINGER INJURY

A medical treatment incident occurred recently on an ABB construction site where a mechanical fitter caught his right middle finger between two Glass Reinforce Plastic (GRP) cable trough covers resulting in a deep cut to the tip of the finger (see photograph 1). The operative was removing GRP trough covers in order to install multicore cables within pre-cast concrete troughs. As they were removing the trough covers along the cable trough route, he put his fingers through the top of one of the covers in order to get a better grip on the cover (see photograph 2). He lifted the cover and slid it onto the adjacent cover using his thigh to provide a horizontal force. The tip of his middle finger was protruding slightly below the bottom of the cover he was moving, as he pushed the cover with the aid of his thigh, the tip of the finger was trapped between the two covers (see photograph 3) causing a guillotine action between the two covers, resulting a deep cut to the tip of the finger. The Injured Party (IP) was attended to by a First Aider who cleaned up the area around the cut and then bandaged the finger. The IP was taken to hospital where the injury was assessed and ten micro stitches were required to close the wound. The IP returned to work the following day undertaking normal duties.

Investigation Findings

It is common practice to lift GRP cable trough covers by hand.

The weight of the trough cover (approximately 27kg) and the lateral force applied by the operative resulted in a guillotine action between the two covers, which caused a deep cut to the tip of the finger.



Photograph 1



Photograph 2



Photograph 3



Making Sure Your Vehicle is Roadworthy

You're responsible for maintaining the roadworthiness of your vehicle. This will help avoid problems with vehicle checks.

Driver Responsibilities

You must ensure your vehicle is safe to drive before setting off on a journey. You should carry out a Walkaround check of the vehicle before your journey and check the:

- lights
- tyres
- wheel fixings
- bodywork
- trailer coupling
- load and other equipment

Operator Responsibilities

You must carry out safety inspections before you use a vehicle for the first time - even if you're just leasing, hiring or borrowing the vehicle.

You must also:

- make sure there are regular safety inspections
- give drivers clear written instructions of their responsibilities so they understand what they should do
- have a system to ensure that non-roadworthy vehicles are taken out of service.
- Safety inspections must be carried out by trained inspectors with a good knowledge of the appropriate Driver and Vehicle Standards Agency (DVSA) inspection manuals.



Withdrawal of black conductor rail shield

Overview:

Following incidents involving accidental contact with the live conductor rail, the design of the insulating conductor rail shield was changed to one that was more robust, could be overlapped lengthways to provide greater protection, and which by the use of rubber flaps, could provide full 360° protection.

The black conductor rail shield (057/049022) which only provides protection against inadvertent contact with three sides of the conductor rail remained in use simply because it enjoys Grandfather Rights,

The yellow Vortok conductor rail shield, PADS Cat. No. 0057/049437, protects against these risks by providing rubber flaps that close beneath the conductor rail when the shield is applied, thus providing a greater degree of safety for tasks where it is not practicable to isolate the conductor rail (see NR/L3/MTC/EP0152).

This shield is now available in a version that can be applied over all types of conductor rail insulators. There only one task for which the yellow Vortok shield may be impractical, for which reason an alternative solution is being developed.

Until this work has been completed, the black conductor rail shield may only be used for the task listed below and only where a TNC against the requirement in NR/L3/MTC/EP0152 to use a yellow Vortok conductor rail shield is in place.

Immediate Action required:

Product Acceptance for the black conductor rail shield (057/049022) is revoked from 31 October 2015.

- The first preference must always be to undertake the task with the conductor rail isolated where it is practicable to do so. Details are contained in NR/L3/MTC/EP0152 and the relevant Key Point Card.
- Where risk assessment shows that it is not practicable to undertake the work under isolation, a conductor rails shield must be used.
- The black conductor rail shield may only be used where a TNC against the requirement in NR/L3/MTC/EP0152 to use a yellow Vortok conductor rail shield is in place and then only for
- gauging and detection checks on HW and M3 type point operation equipment where the conductor rail is carried through on the same side as the point machine.
- Any TNC granted will be for a maximum of 6 months to allow the alternative solution to be deployed.





Statutory Compliance with the Lifting Operations and Lifting Equipment Regulations (LOLER) & the Provision and Use of Work Equipment Regulations (PUWER)

Overview:

Further to SHEQ Notice 392 it has become apparent on other projects that SSL does not control its lifting equipment in accordance with the Lifting Operations and Lifting Equipment Regulations (LOLER), the Provision and Use of Work Equipment Regulations (PUWER) and the inspection schedules contained in the SSL Procedure OPI/SQE/216 SHEQ Inspections.

The winches which had been purchased by an SSL project to lift and lower the Dorman Lightweight Signals were not being used to lower the equipment and had not been inspected or maintained.

All lifting equipment which includes, winches used to lift and lower Dorman Lightweight Signals, lifting strops, chains and tackles, scissor lifts and Mobile Elevated Working Platforms (MEWPS). Shall be subjected to thorough inspection and examination before being used and must be stored correctly where they will not be damaged. As SSL hire the majority of this equipment in from external suppliers it is imperative that records of inspection are provided with the equipment and that all equipment is labelled with its Safe Working Load (SWL).

For all winches which are used to lift and lower the Dorman Lightweight Signals manual handling assessments may be required due to the weight of the winch- please contact a member of the SHEQ team for assistance.

Actions Required:

- Any project which orders or has lifting equipment including the winches which are used to lift and lower the Dorman Lightweight Signals should ensure that they are captured on the SSL Asset Register. This can be done by contacting David Tyson at the Colchester Depot in accordance with WIN/CON/ 299 SSL Operations Calibration and Equipment Management Departmental Procedure.
- The SSL stores person should ensure that any lifting equipment such as winches, lifting strops and slings, chains and lifting tackle display next inspection due date labels. All lifting equipment should be inspected by a trained and competent person (external supplier).



Train struck and damaged by location cabinet door within tunnel

Overview

During project works new location cabinets were installed in the tunnels at Watford. Following overnight signal testing a London Midland passenger service travelling through the tunnel experienced an emergency brake application. On investigation the driver found that a train door had become damaged and that a number of passengers had been showered in glass. Further inspection of the tunnel found that the train had struck the door of a location cabinet within the tunnel. The location cabinet door had been pulled off its hinges and forced up, striking the wall of the tunnel and then hitting the train door.

The industry investigation identified that the location cabinet door had not been properly closed and secured. The hinged doors when in the open position were foul to gauge.

Underlying causes

Safe by Design

- The risk of an open location cabinet door being struck by a train was not identified during the design phase.
- An assessment of the risk associated with the positioning and maintainability of the location cabinets (including a review of potential human error) within the tunnels was not undertaken.
- The type of location cabinet used was not assessed when the design was modified from that detailed in the product approval.

Lighting

- Task lighting was insufficient to identify that the location cabinet doors had been left ajar.

Working in the location cabinets

- The method of work adopted for testing (working in multiple cabinets) made it more likely that a door would be left unsecured.
- There was no process in place for the padlocking or security of the location cabinets within the tunnel.

Previous incidents of trains striking location cabinets within Watford Tunnel

- The lessons from two previous events (1992 and 2000) where trains struck the doors of location cabinets within Watford Tunnel were not available to the project in order to help in identifying and determining risk.





Installation of tubular stretcher bars on new switches & crossings (S&C)

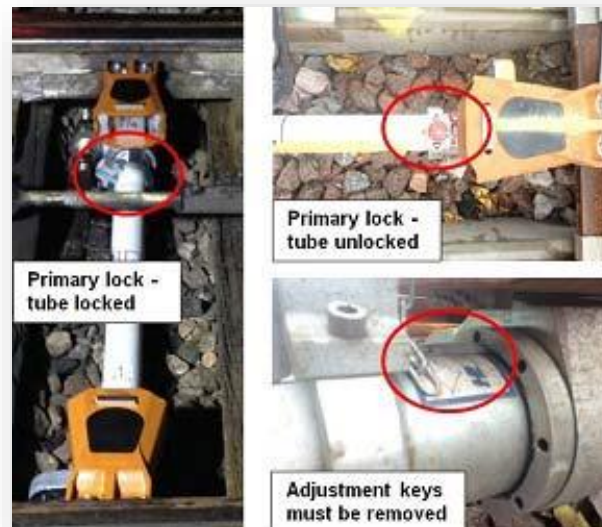
Overview

Four new S&C panels were installed at Bickley Junction during October 2015. A subsequent maintenance inspection revealed that the tubular stretcher bars had not been correctly secured to the rails nor had their respective adjustment locking mechanisms (primary and secondary locks) been secured.

This could have led to the tubular stretcher bars becoming detached and/or the tubular stretcher bar length changing making the S&C unsafe for traffic. This Advice reminds staff that new S&C panels fitted with tubular stretcher bars must follow the installation and test procedures required by NR/L2/TRK/6100.

Immediate action required

- All suppliers of S&C to Network Rail must check and record that when fitting tubular stretcher bars to S&C layouts, they are correctly installed, torqued and both primary and secondary locks fully engaged with the associated locking keys removed.
- All staff who install, check or test tubular stretcher bars must hold the competence: Sig58 – Install and Maintain Tubular Stretcher Bar.
- All Signal Works Testers involved with commissioning new S&C layouts must check test plans are sufficient to confirm all stretcher bars are fitted and secured correctly.
- This Safety Advice primarily applies to Infrastructure Projects, contractors and suppliers of new S&C panels to Network Rail.





Burns Injuries from live cables

An accident occurred on the 25th August at Victoria Sub-station when two contractors working for HVMS received burn injuries from live cables.

1000mm cables were being dressed into their final position on a wall mounted cable rack from their temporary position which was on a cable tray one metre above the ground. This involved working over three live 650v DC cables which were located in the cable tray. It is believed that one of the men stepped up on to the cable tray in order to dress the cables. This resulted in him stepping on the live cables forcing one of them down on to a cable clip stud. This pierced the cable insulation causing it to short circuit to earth and flash. The individual working over the cables received burns to the back of his legs and buttocks. The other individual, who was working below the cable rack, received burns to the top of his head and right hand. Both were taken to hospital for treatment; one individual was discharged later in the day but the second was kept overnight.

The ORR has commenced an investigation including a full review of safety systems. As a result, all HVMS sites will remain at a stand down until further notice.





Changes to the Grace Period for SMSTS and SSSTS Training

As of the 31st December 2015 CITB will be removing the 6 month grace period for delegates who require the SMSTS Refresher and SSSTS Refresher to bring the scheme in line with other Cskills Awards products.

This means that Delegates and their employers must be made aware of the certificate expiry date and ensure they attend the refresher course prior to the end date on the certificate. Any Delegate that does not attend prior to the end date of their certificate will risk their right to attend a refresher course and will be required to attend the full course again.

To allow time for this requirement to become embedded, Cskills Awards will continue the current process until 31 December 2015 after which date no registrations will be made that are beyond the end date of the certificate.

The revised Scheme Rules and associated course appendices will be available to download from the Site Safety Plus page on the [Cskills Awards website](#) on Monday 7 September 2015.

Navigation light Medway Viaduct Up side

Please be aware that a new Navigation light has been fitted to the High Level Medway Viaduct on the Up side at approximately 50.500KP. This light replaces the existing yellow light which is situated on the walkway (beneath the handrail) with a white light to warn aeroplanes of the viaducts presence. The light may look different to approaching train drivers on approach.



Control of Exposure To Silica Dust



Control of exposure
to silica dust
A public information leaflet



This is a web-friendly version of leaflet INDG463, published 03/13

This leaflet explains what your employer and you should do to prevent lung disease caused by exposure to silica at work.

What is silica?

Silica is a natural substance found in most rocks, sand and clay and in products such as bricks and concrete. Silica is also used as filler in some plastics. In the workplace these materials create dust when they are cut, sanded, carved etc. Some of this dust may be fine enough to breathe deeply into your lungs and cause harm to your health. The fine dust is called respirable crystalline silica (RCS) and is too fine to see with normal lighting.

The quantity of silica contained in stone and other materials varies considerably between different types of stone:

Approximate crystalline silica content of different materials	
Sandstone	70–90%
Concrete, mortar	25–70%
Tile	30–45%
Granite	20–45%, typically 30%
Slate	20–40%
Brick	Up to 30%
Limestone	2%
Marble	2%

Occupational exposure to RCS can occur in many industries, including:

- construction and demolition processes – concrete, stone, brick, mortar;
- quarrying;
- slate mining and slate processing;
- potteries, ceramics, ceramic glaze manufacture, brick and tile manufacture;
- foundries;
- refractory production and cutting;
- concrete product manufacture;
- monumental and architectural masonry manufacture, stone fireplace and kitchen worktop manufacture;
- grit and abrasive blasting, particularly on sandstone.



Control of Exposure To Silica Dust continued

Certain activities create dust containing RCS, such as:

- grinding, drilling, cutting, sanding, chiselling, blasting;
- polishing, conveying;
- fettling;
- mixing and handling, shovelling dry material;
- rock drilling/breaking/crushing/screening.

In workplaces, the following can happen:

- leaks or spillages cause a build-up of dust containing RCS;
- dust containing RCS is not cleaned up safely, eg by dry sweeping rather than wet cleaning (see below);
- clothing and surfaces are contaminated with dust containing RCS;
- accumulated dust containing RCS is 'raised' from the ground or other surfaces by moving vehicles and people;
- fine dusts remain in the air from work activities.

How can RCS harm your health?

By breathing in RCS, you could develop the following lung diseases:

Silicosis: Silicosis makes breathing more difficult and increases the risk of lung infections. Silicosis usually follows exposure to RCS over many years, but extremely high exposures can lead rapidly to ill health.

Chronic obstructive pulmonary disease (COPD): COPD is a group of lung diseases, including bronchitis and emphysema, resulting in severe breathlessness, prolonged coughing and chronic disability. It may be caused by breathing in any fine dusts, including RCS. It can be very disabling and is a leading cause of death. Cigarette smoking can make it worse.

Lung cancer: Heavy and prolonged exposure to RCS can cause lung cancer. When someone already has silicosis, there is an increased risk of lung cancer. The health risks from RCS are insignificant when exposure to dust is adequately controlled – you do not need to become ill through work activities.

What should your employer do to protect you?

Employers must comply with The Control of Substances Hazardous to Health Regulations 2002 (COSHH) (as amended) and need to:

- assess the risks to your health – this is called a 'risk assessment';
- keep a written record of the risk assessment if they employ more than five people;
- tell you anything significant about the risk assessment;
- consider where practicable substituting material with a lower RCS content;
- prevent or control exposures to RCS by:
 - following good occupational hygiene practice to achieve adequate control of exposure – more advice can be found in HSE's COSHH essentials (see 'Find out more');
 - for RCS, control measures must be effective in keeping exposure below the Workplace Exposure Limit (WEL) (0.1 mg/m³ respirable dust, averaged over 8 hours)



- where necessary, provide you with personal protective equipment;
- maintain all equipment used as control measures in good working order;
- instruct and train you to use equipment properly, and tell you about health risks;
- monitor to ensure that controls are effective and that the WEL for RCS is not exceeded, (this may include measurement of the dust levels in your work area);
- where appropriate arrange health surveillance.

What should you do?

Your employer must tell you about the risks from RCS, and how to avoid them. Make sure you understand what you have to do and do it.

You should:

- ask if the material you are using, or dust from the work you are doing, contains silica;
- ask how the job should be done safely, without creating risks to your health;
- follow all safe working procedures, including cleaning procedure;
- use controls such as dust extraction as you were trained to do;
- wear protective clothing properly.

If you have to wear a respirator, make sure that:

- you are wearing the right type of respirator for the job;
- you have a face-fit test for a tight-fitting respirator, to ensure it fits properly – **you need to be clean shaven for this tight fit type of respirator to work effectively;**
- you have been trained to use, check and clean the respirator;
- the filters or disposable respirators are changed regularly;
- the equipment is stored in a clean, dust-free place;
- you tell your supervisor or employer if you find any defects, or your respirator does not fit, is dirty or its filter is old – your employer must put it right.

Do not:

- dry sweep – use vacuum or wet cleaning;
- use compressed air for removing dust from clothing.

If the controls to protect you from dust exposure include dust extraction (local exhaust ventilation (LEV)) or other engineering control equipment, you should ask yourself the following questions:

- Were you involved in the design and selection of control equipment – the way you work may need to change to maximise the protection you get?
- Are the proposed changes workable – if they are not you could suggest alternatives; the way you work may need to change to maximise the protection you get?
- Have you been trained in how the control equipment works – you need to know how to use it effectively, your employer, the equipment supplier or some other competent person should do this?
- Can you tell if the control equipment is not working effectively – you should be trained to recognise the signs, eg dust extraction equipment should have an airflow indicator to show that it is working properly?
- Is the control equipment easy to use properly – if it forces you to work in an awkward way or prevents you doing the task properly tell your employer and suggest improvements?



Your employer may also need to arrange for you to be placed under health surveillance. This may include:

- health and working history questionnaires;
- lung function tests;
- chest X-rays (these will only be undertaken if the doctor feels they are necessary).

Decisions on the appropriate form of health surveillance may require the advice of an occupational health professional. The precise form of health surveillance will depend on the particular circumstances of exposure (level, frequency and duration) identified by the risk assessment.

You should co-operate with your employer or works doctor/nurse if health surveillance is required.

You are not entitled to see someone else's personal medical records and your employer is not entitled to see yours. But the staff representative or union official can be given an idea of the workforce's overall ill health effects.

If you have concerns about working with RCS after talking to your employer, ask your trade union or employee health and safety representative for help, or speak to the doctor/nurse involved in the health surveillance.

Find out more

To protect employees and others, employers should comply with the workplace health and safety requirements in the Control of Substances Hazardous to Health Regulations 2002 (COSHH). HSE has produced simple *COSHH essentials* guidance sheets on how to control RCS exposure:

Brick and tile making series www.hse.gov.uk/pubns/guidance/bkseries.htm

Ceramics series www.hse.gov.uk/pubns/guidance/crseries.htm

Construction series www.hse.gov.uk/pubns/guidance/cnseries.htm

Foundries series www.hse.gov.uk/pubns/guidance/fdseries.htm

Manufacturing series www.hse.gov.uk/pubns/guidance/mnseries.htm

Quarries series www.hse.gov.uk/pubns/guidance/qyseries.htm

Slate works series www.hse.gov.uk/pubns/guidance/slseries.htm

Stonemasons series www.hse.gov.uk/pubns/guidance/stseries.htm

Health surveillance series www.hse.gov.uk/pubns/guidance/g404.pdf

Respiratory protective equipment series www.hse.gov.uk/pubns/guidance/rseries.htm

You can find out more about health surveillance at www.hse.gov.uk/coshh/basics/surveillance.htm

Using cut-off saws: A guide to protecting your lungs Leaflet INDG461 HSE and The Highways Agency 2012 www.hse.gov.uk/pubns/indg461.htm

Further information

For information about health and safety, or to report inconsistencies or inaccuracies in this guidance, visit www.hse.gov.uk. You can view HSE guidance online and order priced publications from the website. HSE priced publications are also available from bookshops.

This guidance is issued by the Health and Safety Executive. Following the guidance is not compulsory, unless specifically stated, and you are free to take other action. But if you do follow the guidance you will normally be doing enough to comply with the law. Health and safety inspectors seek to secure compliance with the law and may refer to this guidance.



IP Safety Advice

Buried Services

Over the last year there have been 39 incidents where we have struck and damaged services such as gas and water pipes, and electricity, telecommunications and signalling cables. In most cases the services have been buried in the ground.

Just in one 24 hour period:

- Using a petrol cut-off saw, an operative cut through a live electricity cable (415v 3 phase)
- A 132kV electricity cable was struck while carrying out planned ground investigation works

When underground cables or services are damaged, people can be potentially injured or killed through electrocution, explosions and flames resulting in severe burns to the hands, face and body, even if protective clothing is worn.

Planning

- Careful planning and risk assessments are essential before work starts.
- Information about all buried services in the area should be obtained from the Network Rail Underground Services Team and other relevant organisations.
- Be aware of the limitations of buried services information which may be out-of-date.
- Consider changing the design to avoid digging near buried services.
- The presence of buried services should be clearly identified in all the relevant documentation from the Pre-Construction Pack through to the Task Briefing.

Working Safely

- A Permit To Dig must be in place for all work that involves breaking ground.
- Before work begins, buried services must be located, identified and clearly marked by means of a CAT & Genny.
- Once located, trial holes and slit trenches should be dug to positively identify the services.
- Both hand held power tools and mechanical excavators should not be used within 500mm of known services.
- Employ safe digging practices and continue to CAT scan as you excavate.
- Support and protect buried services once they have been located and uncovered.

Post-Work

- Following ground disturbance activity the revised layout of all known buried services at the work site should be accurately recorded and reported back to the Network Rail Underground Services Team.



Working With Fibre Optic Cables

More work is now being undertaken involving fibre optic cables.

Working with fibre optics, like working with any other materials, can have some risks. However by using sensible procedures and a safe system of work, the risks can be reduced.

The principal risks when working with fibre optics are:

Eye damage from laser light.

The light used in fiber- optic communications systems is generally in the infrared range and is not visible to the human eye. However, even though we cannot see this light, it can cause eye damage.

Glass splinters penetrating the eyes and skin, or being ingested.

Fibre optic cables are made up of very fine glass threads which, when cut or broken, are like short, thin, invisible needles. These can penetrate the skin, enter the eye or be ingested from your hands when eating, smoking etc. The nearly invisible optic sliver may be impossible to locate once it breaks the skin, so in many cases, the splinter cannot be removed until the area becomes inflamed and infected. If ingested they can cause internal bleeding.

Ensure when working with fibre optics that you understand the risks and that you have a suitable safe system of work in place. This should include:

- Keeping all food and drinks out of the work area to prevent contamination from fibre particles/splinters.
- Wear risk assessed PPE eg safety glasses/goggles, gloves, disposable aprons to minimise fibre particles on your clothing.
- When appropriate, erect warning signs and/or barriers eg in public places.
- Be aware of your working environment, the possible restrictions to your SSOW and other persons who may potentially be affected by the work.
- Never look directly into the end of fibre cables until you are sure that there is no light source at the end.
- Do not touch your eyes while working with fiber optic systems.
- Thoroughly rinse and wash your hands before eating, drinking and smoking.
- Don't pick up fibre fragments by hand, use sticky tape for example.
- Dispose of all fibre fragments in a suitable and labeled container.
- Thoroughly clean your work area when you are done.





Abloy Security System

1. The email alert facility of the Abloy security system. Types of emails generated by the system: an email confirmation every time you successfully update your key and a reminder when the key is due to run out.

The main information shown on the email will include:

- How long you have left before your next revalidation,
- A list of which electronic locks (cylinders) your profile has access to,
- A list of all the electronic locks (cylinders) that you currently have access to,
- A reminder for when the key is due to run out.

2. A few common issues that are being highlighted since the introduction of the electronic system. The most common are:

Use of Wall PD's

There have been several cases of denied access due to non-revalidation or an incomplete revalidation cycle. This means keys haven't been revalidated in time or the revalidation process has not been fully completed. The email alerts may help with this but please also refer to the instructions on the attached sheet.

Keys left in locks

Reports have identified that there have been several instances in the last month of keys being left in cylinders and padlocks for an extended period of time up to 15 minutes! Keys should never be left in locks as unattended keys could be stolen.

Lock lubrication

If new locks and padlocks are found to be stiff or not working, they can be lubricated with a tiny spot of Abloy lock oil. The oil must be applied to the end of the key and then gently insert the key into the lock. Lock oil should not be squirted directly into the lock barrel as this can cause the lock to become clogged up and cause damage to the mechanism. Lock oil is available from stores.



Abloy Security System continued



CLIQ – walIPD

<div data-bbox="467 374 786 525"> </div> <div data-bbox="463 529 788 644"> <p>1 Insert key into bottom of the keyway, and keep it there until you hear a beep. A beep is audible when key has a contact with WalIPD. <u>Do not turn the key!</u></p> </div>	<div data-bbox="807 374 1122 525"> </div> <div data-bbox="801 529 1083 571"> <p>2 Key searches the contact to remote task server.</p> </div>	<div data-bbox="1143 374 1458 525"> </div> <div data-bbox="1134 529 1437 606"> <p>3 Key is written and the symbol blinks during the writing. Duration of writing is max. 1 minute.</p> </div>
<div data-bbox="467 654 786 805"> </div> <div data-bbox="463 809 788 869"> <p>4 Successful writing ends, when a long beep is audible and the Write symbol stops flashing.</p> </div>	<div data-bbox="807 654 1122 805"> </div> <div data-bbox="801 809 1064 852"> <p>5 Remove key from keyway <u>Do not turn the key!</u></p> </div>	<div data-bbox="1134 652 1462 755"> <p>Key writing updates the time, schedule and authorization information in the key. Also the audit trail is collected from the key to the database.</p> </div>

Indications of WalIPD



CLIQ symbol is lit when, WalIPD is ready for use. The symbol is blinking, WalIPD is not ready. In this case, please contact the system administrator.



Level of battery – Symbol is lit, when the battery level of key is low and key functionality will end after a few operations. Take the key to battery change.



Connection to Remote server – Symbol indication blinks, when WalIPD is contacting Remote server. The connection has been established, when the blinking stops.



Key writing – Symbol blinks, when the key is written. Do not remove the key at this stage. Key writing is finished, when the symbol stops blinking and WalIPD gives an audible beep.



Message – If system administrator is using email postings for informing the key holders, message symbol indicates of an email sent. Email contains valid time, schedule and authorizations of the key.



Error – Is indicated by red light and three audible beeps. Remove the key from keyway and re-insert it after a couple of seconds. If the error still exists, please contact the system administrator.



Planning and Delivering Safe Work

Network Rail’s vision of “Everyone home safe everyday” aims to create an environment where employees, contractors and sub-contractors want to act and behave safely and they understand the part they play in keeping themselves and others safe when working on the railway.

Network Rail relies on suppliers to undertake works and there are many companies working at different levels across the industry. For its key suppliers Network Rail has in place an assurance framework referred to as a Principal Contractor’s Licence (PCL) holder. At the outset of the PDSW programme it was recognised that there were number of suppliers who would require to have staff who held the SWL competence but were not a PCL holder.

To put in place an assurance process for these suppliers the Railway Contractor’s Certificate (RCC) was introduced. As part of that assurance process it is a requirement that an RCC holder can demonstrate that they have systems in place to pan work and to manage task risk, which is relative to the work being undertaken. There are 2 types of RCC:-

- 1) Railway Contractor’s Certificate – Training Services
- 2) Railway Contractor’s Certificate – Non-Training Services

The RCC Training services is for those external organisations who deliver training which requires delegates to access the operational railway as part of the training experience. The RCC Non Training Services is for those organisations that don’t hold a PCL and have a requirement to undertake work using their own SWL either directly for Network Rail or as a Sub- Contractor for a complete package of works awarded from a PCL holder.

Planning & Delivering Safe Work

Railway Contractors Certificate (RCC)
Stage 2 - Process Guide

PLAN & DELIVER

SAFE WORK

everyone
home safe
every day

Endorsement and Authorisation

Endorsed by:
M.J. Frohler
Martin Frohler, Project Director, PDSW

Authorised by:
[Signature]
Steve Hooper, National Implementation Manager, PDSW

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Action required

Once you are confident with the content of this briefing, please respond that you have read it by emailing

compliance@resourcing-solutions.com

Thank you.



Compliance Team

Resourcing Solutions

Thames Valley Headquarters

Ruscombe Business Park

Reading

Berkshire

RG10 9JW

Tel: 0118 924 1639

Email: compliance@resourcing-solutions.com

www.resourcing-solutions.com

