



Resourcing Solutions' HSQE Briefing November 2016

Think Safe, Act Safe and Be Safe



Our Safety Vision:

- Our vision of “preventing harm to all” is at the centre of our Safety Strategy and is synonymous with our commitment to resourcing and working safely.
- We believe that our vision can be achieved if we all develop a safe mind-set, plan our tasks correctly and actively seek ways to prevent incidents. We also believe that behaving in a safe way will also lead to zero accidents. We have devised a set of rules that underpins our vision and are consistent with our mantra. **Think safe, act safe and be safe!**



Think Safe, Act Safe and Be Safe



**Resourcing
Safely**

In this edition:

- Winter Driving Tips
- Safety Rule of the month
- Safety for the festive season
- Overturned Road Rail Vehicle (RRV)
- Lu Access Changes in January 2017
- Missing or ineffective drainage covers
- Electric shock from Bussmann CamMaster fuse carrier, CM32F, rated at 32A
- Excavator strikes 11kV cable
- Trackworker Safety – Lessons Learnt
- Near Miss – Plant Security
- Environmental Update – Dormice

Action required:

After reading this briefing, you are required to respond, please click **“I have read and understood”** or email ebeardsley@resourcing-solutions.com with acknowledgement and any questions/suggestions

Winter Driving Tips



DRIVING IN BAD WEATHER

Weather conditions can have a serious impact on your journey, affecting how long it will take, as well as when and how you choose to travel and which route you take.

- Check the latest weather forecast before you leave by listening to TV or radio or checking websites such as: www.metoffice.gov.uk

In the UK, we experience a wide range of weather conditions and they can change quickly. Be ready to adjust your driving to suit the conditions. It can take ten times longer to stop if roads are slippery. Slow down and allow more space to stop.

SNOW

- Clear ALL the ice and snow from your vehicle and demist the windows
- On slippery surfaces, drive slowly using the highest possible gear. Avoid sudden actions - braking, sharp turns or speeding up.
- If you start to skid, ease off the accelerator and do not brake suddenly.

FOG

- Slow down and use dipped headlights
- Use fog lights if visibility is seriously reduced, but switch them off when it clears
- Don't follow the lights of a vehicle in front, you may be too close to brake safely in an emergency

Winter Driving Tips



DRIVING IN BAD WEATHER

RAIN

- Slow down. It takes longer to stop and spray will affect your visibility
- Don't drive through deep lying surface water. If you have to, slow right down and drive through in first gear. Test your brakes when you come out the other side.

STRONG WINDS

- High-sided vehicles are most affected by strong winds, but gusts can blow a car, cyclist or motorcyclist off course. Keep well back and overtake with care

REMEMBER

Leave plenty of time to reach your destination and drive safely according to the weather conditions.

Winter Driving Tips



Winter Vehicle Checks

The following vehicle checks will help keep your vehicle on the road:

- **Additives:** add antifreeze to the radiator and winter additive to the windscreen washer fluid.
- **Battery:** keep your battery fully charged.
- **Service:** make sure your car is well maintained and serviced.
- **Lights:** make sure all the lights are working.
- **Tyres:** your tyres should be at the correct pressure and have plenty of tread depth.
- **Wipers:** change your wiper blades if they are worn.
- **Windows:** clean your windows and mirrors for better visibility and to reduce glare.
- **Emergency pack:** keep this in your car boot. Contents: ice scraper, de-icer, torch, blanket, warm clothes, food and drink, boots, first-aid kit, battery jump leads and spade.

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Safety for the Festive Season

It is particularly challenging to stay focused on your tasks/work during this time of year. **There are many distractions, festivities and family commitments that compete for your attention, it can be difficult to make the safest decisions with everything that is going on around you.**

Here are some tips for keeping safe during the festive season:

- **If you have accommodation booked, use it** – do not be tempted to drive home to your family after your shift. **FATIGUE KILLS**
- **Stay sober** – it can be tempting to have “just the one” at festive events but it could be “just the one” that causes a devastating error of judgement and could result in serious injury, death or the end of your career
- **Stay focused on the task at hand** - It is vitally important during a busy and distracted day to keep yourself and your colleagues safe, stay aware of the hazards around you and be particularly vigilant around plant and machinery
- **Do not take shortcuts to get the job done quicker** – better late than never. Only undertake a task that you are competent to do, obey safety signage and adhere to authorised walking routes and your Safe System of Work at all times

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The rule that was focused on in November was:

Always maintain good hygiene standards. Having dirty hands can contaminate food and drinks, which could cause illnesses. Cuts and scratches can get infected if you do not keep them clean and covered up. Vermin that carry diseases, which can cause illnesses.

Safety Rules for December:

Always follow safety signs and safe walking routes. Staying in safe zones or walking routes will separate you from vehicles, plant and trains. Being hit by a vehicle, plant or train can cause death.



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Overturned Road Rail Vehicle (RRV)

- In the early hours of Friday 11 November a Liebherr A900 excavator working for Network Rail Maintenance at Kingsbury Junction derailed and overturned in the cess.
- The machine was in rail mode and slewing around from end to end on a road rail access point (RRAP) in preparation to couple to a trailer. The track at the site had a 127mm cant, within the machine's certified capability for cant up to 150mm.
- The boom was fitted with a wet bed bucket which was empty. Initial indications are that the machine was put into an overload condition which caused it to derail and subsequently overturn. There were no staff injuries.



Discussion Points?

How do we check that the required plans are in place before we start work and that those plans are adequate?

How do we ensure that RRAPs are appropriate for the type of machine planned to be used?

How do we select competent machine operators?

How do we make sure operators know the correct set up, use and limitations of their RRV?

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LU Access Changes January 2017

- From 1 January 2017 London Underground (LU) is implementing a new assessment for LU access; therefore, any individual that does not hold a valid Sentinel card with the current Industry Common Induction (ICI) and LU endorsement must complete the new LU-ICI assessment if they need to access LU infrastructure.

The current Network Rail ICI with the LU endorsement will be no longer required for LU access from the date mentioned above.

The new LU-ICI retains the core elements of the Network Rail ICI, but has more emphasis on LU safety related topics.

Acceptable cards for accessing LU infrastructure will be:

- Sentinel card with the new LU-ICI endorsement
- Sentinel card with the ICI-LU endorsement until expiry
- LUCAS card until expiry
- LU access card until expiry.

The LU-ICI endorsement will be valid for 5 years.

- For any further information please email Sentinel@tfl.gov.uk



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Missing or ineffective drainage covers

- On average 15 people a year report an injury due to missing or ineffective drainage covers. Injuries include cuts, bruises and broken bones. Based on feedback from depots and project teams, the number of injuries attributed to catchpit lids is likely to have been under-estimated
- The recorded number of missing drainage covers has been increasing over recent periods. Whilst these pose an immediate threat to the safety of our people, many remain unrectified over a year after identification.
- The Drainage Maintenance Standard states that missing or ineffective covers on catchpits and manholes have an immediate remediation for all track categories (refer to NR/L3/CIV/005/3B).
- **Projects are also reminded that they too must comply with this standard and therefore replace any covers which may have been moved, removed or damaged during enabling works or construction activities.**



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Electric shock from Bussmann CamMaster fuse carrier, CM32F, rated at 32A

- A member of contractor staff supporting electrical testing of the signalling power distribution system received an electric shock from touching a Bussmann CamMaster fuse carrier in a lineside location case / Functional Supply Point (FSP).
- Subsequent testing revealed that the fuse carrier had an elevated voltage of up to 300V on its surface.
- Under normal operating conditions no voltage should be present. Insulation breakdown in the faulty fuse carrier caused the elevated voltage.
- Fortunately in this instance, the contractor was not harmed by the electric shock.



Discussion Points

Touching one of these 32A fuse carriers (part reference CM32F) cannot be assumed to be safe when it is energised.

- **Every member of staff must test the surface of a Bussmann CamMaster fuse before touching or removing the fuse carrier from the base.**
- **The special requirements in NR/SPS S002 (the Authority to Work Live process) must be used if touching or removing the fuse carrier when energised. Working live should be avoided wherever possible.**

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Excavator Strikes 11kV Cable

- While carrying out excavation work for the construction of a UTX chamber the corner of the bucket of a tracked excavator came into contact with a live 11kV cable resulting in damage to the cable.
- The site team were aware that the live 11kV cable was present in the area of excavation, but the exact route of the cable had not been verified due to the cable not appearing on the buried services drawings and interference issues with the CAT scanner. A small area of the excavation was hand dug using insulated tools down to the level of the 11kV cable. The operatives moved out of the way and the excavator was used to remove the spoil that the hand digging had produced.
- While the excavator was in the process of pulling back the spoil, the bucket struck the 11kV cable.
- The site team had not exposed the entire length of the route of the 11kV cable within the excavation area by hand digging because it was assumed that the cable ran in a straight line. After the incident it was proven that the cable actually followed a curved radius.



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Excavator Strikes 11kV Cable – Discussion Points

- Where the location of buried services cannot be identified, then the area of excavation must be carefully hand dug using insulated tools until the whole route of the service within the excavation has been exposed.
- A structured approach shall be followed to identify buried services present on the site following the requirements of NR/L2/INI/CP1030 Working Safely in the Vicinity of Buried Services:
 - Search existing records for information on buried services**
 - Develop a safe system of work**
 - Carry out non-intrusive survey**
 - Obtain “Permit to dig” for trial holes**
 - Dig trial holes and add information collected to existing information**
 - Obtain “Permit to dig” for work**
 - Monitor work for further evidence of buried services**
- Hand held power tools and mechanical excavators shall not be used within 0.5 metres of a buried service unless there is no practicable alternative.
- Where this is not practicable the need for physical precautions to prevent the tool or excavator striking the service shall be considered as part of the development of the safe system of work.

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Track Worker Safety (Lessons learnt from the wider GB rail industry)

Seconds from death

- In the early hours of a March morning, two members of possession support staff accessed the track to place the protection for a T3.
- To save time, they used an unauthorised access point that wasn't specified in their Safe System of Work pack.
- A blockage was also planned for crossing the open lines...but they didn't contact the signaller to get it done.
- One got over safely; the other got half-way across and saw a train coming. He turned to run back, but tripped and fell into its path. **He rolled over the rail and into the cess with seconds to spare...**

Discussion Points

- Do you always use authorised access points?
- Do you always follow the planned SSOW?



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Near Miss – Plant Security

- A near miss occurred on a client site where trespassers gained access to a compound and operated a 10-tonne Hydrema articulated dump truck. The trespassers managed to start the dump truck and drive it 300m within the site boundaries. There was no injury sustained and only a broken wing mirror as damage. The potential for injury to the trespassers and wider community was significant. The isolator key for dump truck was not removed at the end of the shift, partly owing to it being chained to the body of the machine and a misunderstanding that it is only to be removed for maintenance work. The ignition key is believed to have been removed but it is a standard type key for this piece of plant.



Isolator Key to be removed.



SWITCH OFF – SECURE

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Near Miss – Plant Security continued

As a result of this incident, all must:

- Review the security arrangements on-site, including the safe storage of plant.
- Ensure any pin code/password protected ignition security systems are enabled.
- Where plant has an isolator key, ensure it is removed and securely stored away from the machine at the end of the shift.
- All plant operators are re-briefed on DWB rule number five and the briefing is recorded on skillsearch.
- Remind/supervise & enforce operators remove the ignition key and if there is a cab; lock the door.



Isolator Key to be removed.



SWITCH OFF – SECURE



Environmental Update – Dormice

- Native common or hazel dormice are small mammals (body length 6-9cm, tail length 5-8cm). They are orange brown in colour with white bellies, black eyes, round ears and long furry tails. They are largely nocturnal and spend much of their lives at rest in their nests which are woven balls of grass and leaves approximately 150mm wide. They can be found in woodland, hedgerows and scrubland. Dormice are generally only active between May and October, but their nests can be found all year round.
- The dormouse is a UK Biodiversity Action Plan species, considered as being in decline and extremely vulnerable to loss of habitat. The dormouse is protected by legislation. This includes causing injury or death of dormice and damage or destruction of habitat. Prosecution can lead to fines of up to **£5,000 and 6 months in prison**. Work that requires the disturbance of dormice requires a licence.



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Environmental Update – Dormice continued

- If dormice are known to be within or adjacent to a work area, a licence for disturbance is required. Ensure you are familiar with all the requirements which may include exclusion zones or shrub clearance under ecologist supervision.
- If you are unsure whether your work may affect dormice, seek expert ecological advice.
- Stop work immediately and report any dormouse or discoveries of nests after works have started.
- Only licensed dormouse workers are permitted to handle or move dormice. Never pick up and move dormice unless you have been trained and it is under direction of a licensed dormouse worker.

Discussion Points

1. What colour is the legally protected common dormouse?
2. What is the maximum fine per offence for disturbing a dormouse?
3. Where might you find a dormouse or its nest?



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