



# HSQE Briefing October 2017



# 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



**In this edition:**

- Changes to Network Rail Standards NR019, (another reminder)
- The “Person in Charge” / P.I.C. role
- Swiping out of Sentinel is a must
- Eligibility to work in the UK, general information
- Worker trapped by machine
- MEWP Failure
- Failure of Live Line testers

**Action required:**

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

# Think Safe, Act Safe and Be Safe



## Safe Work Pack:

**Overview:** Network Rail have introduced a change to their Standards

**NR/L2/OHS/019** has been updated to issue number 9 and there are important changes for everyone working on or near the line.

All Resourcing Solutions Safety Critical staff will be individually briefed on the changes to this standard, and you must make yourself familiar with these changes to how we all work on the infrastructure.

Network rail guidance and briefings can be viewed here;

<https://safety.networkrail.co.uk/safety/planning-and-delivering-safe-work/revise-019-standard/019-briefing-materials/>

# Think Safe, Act Safe and Be Safe



## Safe Work Pack:

**Overview:** The Safe Work Pack (SWP) provides information on how work is to be carried out safely and gives details on how to manage and control task, site and operational risks.

The SWP will contain references to;

- The 'safe system of work', e.g. Safeguarded / lookouts
- Permits required to work safely, e.g. work at height, permit to dig, isolation permits
- Suitability of the Task brief
- Suitability and availability of welfare arrangements
- **The SWP is briefed to all workers in addition to the Safe system of work pack.**

# Think Safe, Act Safe and Be Safe



## Person in Charge (P.I.C.)

### Overview:

- The Person in charge is a new capability, not a competency
- The person in charge will be appointed by the Responsible Manager on their ability to manage the work activity planned and have an understanding of the risks
- The person in charge will make sure that all risk controls have been implemented
- A COSS / SWL is still needed to ensure that the workforce are protected from the passage of trains, and that the infrastructure is not affected by the work.

**Key Message:** There is no training course to be appointed as a Person in Charge.

The Responsible manager will appoint the P.I.C. to oversee the whole work task, and ensure that size hazards are understood and risk assessments are in place to cover all aspects of the work, in addition to the COSS duties of protecting the infrastructure and workers from trains.

# Think Safe, Act Safe and Be Safe



## What is your responsibility?

**COSS / SWL duties:** Establish a safe system of work, liaise with the Signaller or Engineering Supervisor if trains need to be stopped and ensure all workers sign onto the RT9909 (Coss brief)

**Person in charge duties:** Brief all workers on the Safe work pack, and establish that the workforce are competent to do the assigned work, permits have been arranged, Risk assessments are thorough, and SSOW pack is briefed and understood.

The Person In Charge **MUST** hold a COSS competency and can also act as the COSS / SWL if the S.W.P. plans for this event.

# Think Safe, Act Safe and Be Safe



## Always swipe your PTS card in and OUT using Sentinel:

### What is the problem?

**Some workers are not getting signed out of the infrastructure at the end of their shift...**

the Network Rail guidance below details what COSS's / SWL's need to take when 'swiping in' staff and they come across a Sentinel card holder who has not been 'swiped out' after their last site visit or attendance at training centre.

### Network Rail Guidance on Process

If someone has not been swiped out, **the system does not prevent them from being swiped in again**. The only thing the system will not let the COSS do is change the fatigue data.

We generally recommend that a COSS, when finding someone hasn't been swiped out, does one of the following:

- 1. Swipe the person in and keep the 'old data' (they will not be able to change the shift and travel data). Then swipe them out as normal at the end of the day.
- 2. Swipe the person in then immediately swipe them out and then swipe them in again. This will clear the 'old data' but it will force the COSS/Card Checker to do a Risk Assessment.



# Think Safe, Act Safe and Be Safe

## Are you Eligible to work in the UK?:



### What is the problem?

Employers face potential imprisonment and an unlimited fine for employing workers who are not eligible to work in the U.K.

RSL have a full time compliance team who undertake these checks and ensure that all of our workers have the correct documentation in place prior to being employed. We carry out “eligibility to work” checks for every person who we employ or place onto a contract.

### BRITISH CITIZENS

Eligibility to work evidence required;

We need a copy of your current in date passport.

If you do not have a UK passport, we will need a copy of your birth certificate.

### NON BRITISH CITIZENS

Working on a Visa?

Your Visa MUST be connected to a current IN DATE Passport.

OR You hold a Biometric Residence permit

**If your home country passport is out of date then then our Compliance team cannot confirm that you are eligible to work and you will not be able to work for RSL. You might have the right to travel from country to country using a travel visa with an out of date passport but we cannot use this as suitable evidence of eligibility to work.**

# Think Safe, Act Safe and Be Safe

## Are you Eligible to work in the UK?:



The following links will take you to the government guidance documents that we must abide by at all times

- Home office; An Employers guide to right to work checks  
[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/638349/Employer s guide to right to work checks -August 2017.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/638349/Employer_s_guide_to_right_to_work_checks_-August_2017.pdf)
- Right to work checklist;  
[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/378926/employers right to work checklist november 2014.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/378926/employers_right_to_work_checklist_november_2014.pdf)

# Think Safe, Act Safe and Be Safe – Worker trapped by machine



## Company HSQE Flash Alert – No. 17-13 Title - Contact with moving machinery

Template Rev. May17

On the 30<sup>th</sup> August 2017 at Wycombe Station, an operative was seriously injured when he came into contact with a JCB tele-handler.

The IP was working with the machine operator to lay “bog-mats” in preparation for heavy vehicle access.

*The actual M/C*

Whilst positioning a section of “bog-mat”, the IP became trapped at the front of the machine causing injuries to his right leg. Exact details of his injuries are not known at this stage.

Investigations are ongoing to determine the circumstances of the incident and further updates will be made available once the full facts are known,



### Initial Lessons Learned

- Never enter the exclusion zone unless directed to by the person in charge.
- Maintain eye contact with machine operator at all times.
- Ensure effective communications between M/C operator and others including slinger/banksman.
- Check lift plans for all activities involving lifting of plant or equipment.
- Review similar activities either current or planned to ensure all are properly planned and briefed.

# Think Safe, Act Safe and Be Safe – Worker trapped by machine



Updates on the IP's condition along with further information will be made available as soon as possible.

## Contacts

If you have any questions or comments please contact the H&S Team: **01226 243413**

Target Group	All employees/Subcontractors	X	Supervisors	X	Managers	X	Directors	X	
PLEASE COMMUNICATE THE CONTENTS OF THIS ALERT TO THE TARGET GROUP(S) GIVEN ABOVE									
Should you have any questions in relation to this alert or any other HSQE issues please contact a member of the Health & Safety or Sustainability & Assurance Teams									
<b>HSS&amp;A Team</b>									
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<b>Date of Issue: 31/08/17 JW</b>									



# Think Safe, Act Safe and Be Safe – MEWP Failure

## Shared Learning

Key learning following a serious incident



### **MEWP basket failure – RIDDOR dangerous occurrence**

**Issued to:** All Network Rail line managers, safety professionals and RISQS registered contractors

**Ref:** NRL 17/03

**Date of issue:** 08/09/2017

**Location:** Cowlairs

**Contact:** [Innis Keith](#), Head of S&SD IP Scotland and North East



### **Overview**

On 3 March 2017 a Road Rail Mobile Elevated Work Platform (MEWP) accessed the track to undertake installation work. While waiting for instruction to pass a set of points the boom holding the basket sheared and the basket holding an operator fell to the ground.

The basket was approximately 50cm from the ground when it tipped over and struck the ground settling at a 35° angle. The operative was uninjured.

The machine was new when it was delivered to site on 9 December 2016. The fitter recorded damage to the MEWP on 26 December 2016. When the machine was serviced on 8 February 2017 the damage was neither recorded nor repaired.

On examination after the failure, the basket end pin of the fly jib cylinder was bent sufficiently to cause a fatigue failure in the rotator bracket that connects the basket to the fly jib. Two or three months passed between the initial damage and the failure.

# Think Safe, Act Safe and Be Safe – MEWP Failure



## *Underlying causes*

- Impact damage to the MEWP basket is believed to have been caused by a collision whilst stabled in the compound.
- The damage indicates that the MEWP was stabled with the basket in a lowered position.
- The collision was not reported.
- Observable damage was reported / logged but not investigated or acted upon with a repair.
- Recording visible damage discontinued even though the damage had not been subject to further investigation e.g. non-destructive testing.

## *Key message*

Effective traffic management and reporting methods in compounds and depots will prevent a similar accident from happening again:

- Create designated areas for MEWPs in compounds and depots. Discuss the methods that will protect this type of plant from collision.
- Wherever possible stable MEWP baskets in the elevated position when not in use.
- All plant movements in compounds must be controlled by a banksman. Attention must be given to how this is achieved for shared compounds.
- Systems are required to facilitate the reporting of collision and / or damage to plant.
- The process for responding to / rectifying damaged plant in depots and compounds needs to be clear and checked to make sure it is effective.

Copies of Shared Learning documents are available on [Safety Central](#)

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of Safety Bulletins

**Safety  
Alert**

**Safety  
Bulletin**

**Safety  
Advice**

**Shared  
Learning**

# Think Safe, Act Safe and Be Safe – Failure of Live Line Testers



## Safety Advice

Action required following a serious incident



### Failures of Seaward 750V DC live line testers

**Issued to:** All Network Rail line managers, safety professionals and RISQS registered contractors

**Ref:** NRA 17/08

**Date of issue:** 22/09/2017

**Location:** National

**Contact:** [James Snowdon](#), Senior Engineer, DC Contact Systems, STE



### Overview

The manufacturers of the Seaward Live Line Tester (LLT) used by staff on the 750V DC electrified network have advised that there are a small number of units in circulation that have a manufacturing defect that can result in the tester being polarity sensitive. The result is that the tester can, depending on which contact is applied to the conductor rail, give a "dead" indication when the rail is in fact still live. As designed, the tester is not polarity sensitive and can be applied either way round.

Advice provided by Seaward is that the Live Line Tester should be proved both ways round on the proving unit to confirm correct operation prior to, and after, use. Not doing so may result in a tester with a fault appearing to indicate correctly when proved, then, if reversed, indicate incorrectly when applied to a conductor rail that is still live.

While a campaign check and certification of units that have been tested and found to be correct is being arranged the following advice must be followed with immediate effect.



# Think Safe, Act Safe and Be Safe – Failure of Live Line Testers



## *Immediate action required*

- All staff involved in conductor rail testing for any reason and using a Seaward LLT shall test the unit for correct operation against the proving unit both ways round before testing the conductor rail, and again afterwards.
- Any Seaward LLT units that show a live indication when applied to the proving unit one way round, and not when applied the opposite way round, shall be withdrawn from use, quarantined and returned to Seaward for replacement. For Network Rail staff, this should be via the responsible E&PME.

Copies of Safety Advice are available on [Safety Central](#).

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# “Think Safe, Act Safe and Be Safe”

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