Safety Matters

January 2015
Introduction

Welcome to the first “Safety Matters” of 2015.

As you will no doubt be aware, Dyer & Butler has been through a number of changes over the past few months. These changes are designed to strengthen our business and make it more resilient to the needs of our key clients.

Although change can sometimes be unsettling, by adhering to our core principle of maintaining safe and environmentally efficient sites we will continue to deliver a consistent, high quality service to our customers.

As a company we are able to deliver consistently high standards of health and safety and it is my pleasure to be able to announce that during the past 6 months, the company has managed to complete over one million man-hours of work without sustaining a reportable accident.

Whilst this is a significant milestone that should be commended we cannot allow ourselves to become complacent and must all continue to prevent unsafe acts and conditions to ensure that everyone remains safe and healthy whilst at work.

Therefore, as we head into a new year, we should all continue to maintain the excellent standards of work and safety that we have achieved during 2014 and look forwards to the success and recognition that our efforts will bring in 2015.

Neil Edwards
Managing Director

Safety Performance

<table>
<thead>
<tr>
<th>Near Misses</th>
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<tbody>
<tr>
<td>3/12/14 – Stand 25, Gatwick – A sheet of foam blew off of the back of a vehicle and fouled a live airport taxiway</td>
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<tr>
<td>4/12/14 – Heathrow, Winter Resilience – During a snow trial a vehicle was driven in front of an aircraft that was arriving at stand 511.</td>
</tr>
<tr>
<td>4/12/14 – Rockley Viaduct – A BT cable was struck and damaged by an excavator whilst unloading tonne bags of shingle</td>
</tr>
<tr>
<td>5/12/14 – Queens Roundabout – A street lighting cable was struck and damaged during excavation work.</td>
</tr>
<tr>
<td>5/12/14 – Pond F, Gatwick – An issue was identified by the EA in connection with the waste exemption permits that were used during the de-silting works.</td>
</tr>
<tr>
<td>8/12/14 – Bloor Homes, Totnes – An HV cable was struck by a machine whilst trying to clear away a large lump of tarmac from around the excavation.</td>
</tr>
<tr>
<td>29/10/14 – Heathrow, Taxi Feeder – Staff attempted to carry out road works without putting traffic management measures in place.</td>
</tr>
<tr>
<td>12/12/14 – Heathrow – A motorcyclist came off of his bike after riding across a patch of loose gravel in the road after highway works were carried out.</td>
</tr>
<tr>
<td>16/12/14 – Gatwick Airport – An airfield ground lighting cable was struck and damaged during excavation works.</td>
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<tr>
<th>Minor Accidents</th>
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<tr>
<td>25/12/14 – BTM Conveyor Removal – An operative twisted his ankle and passed out. He then fell to the floor and sustained a head injury.</td>
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</tbody>
</table>

Enforcing Authority Visits

Over the past few months we have seen an increase in site visits from enforcing authorities such as the Environment Agency, Local Authorities and the Health and Safety Executive.

If an inspector from an enforcing authority should visit your site, please be courteous, respond to any requests that they should make and once the visit has finished, please supply a full report of the details of the visit and any discussions that were held to the Head of SHEQ and Training.

Safe by choice ….not by chance

📞 02380 742222   ✉️ steve.broom@dyerandbutler.co.uk   🌐 www.dyerandbutler.co.uk
Wearing “Hoodies”

Due to the recent spell of cold weather it is not surprising that the issue of wearing “hoodies” on site has once again been raised as an issue and many of you have asked for further clarification in relation to when and where they can be worn.

Past accidents have shown that the wearing of hoodies is often a contributory factor in many different types of accident as they can obstruct the awareness of visual and auditory warnings.

Hoodies (and their draw cords) can become entangled in moving machinery and this can lead to severe neck and facial injuries.

The Dyer & Butler company policy in relation to the wearing of hoodies is clear.

Hoodies may be worn to and from work. However whilst at work, hoodies (or any other type of clothing that is fitted with a hood or draw cord) is not permitted to be worn…even if the hood is not being used! This policy applies to all persons on the site (i.e. employees, subcontractors and visitors).

If you do need to keep your head warm during the winter months, then an approved balaclava or hard hat liner must be worn.

Shared Learning

We have started to receive some news stories about the good work that you are carrying out on site and are keen to promote this type of information as it allows us all to benefit through a degree of shared learning.

If you have been using any new equipment or have been doing anything differently that has had a safety benefit to your work then we want to hear about it so please let your SHEQ Advisor know and you could see your story published in the next edition of “Safety Matters”.

High Voltage Cable Strikes

Dyer & Butler employees were recently involved in a high profile cable strike at Gatwick Airport which affected the supply to a number of local services for more than 24 hours. The cable strike occurred because the underground services survey of the site was not fully carried out and the location of known services on the site were not properly marked. As a result an auger that was being used to excavate post holes for a new fence struck and damaged an 11KV cable.

Personnel responsible for the identification and protection of underground services must positively identify the location and depth of all services and ensure that they are adequately marked on site.

Nobody was injured as a result of the incident and all plant and materials were moved away from the area following the cable strike. The site foreman then cordoned off the area to prevent anyone from accessing the area. Unbeknown to the staff on site the cable owner re-energised the cable some 30 minutes after the initial incident to assist with locating the fault.

This resulted in a secondary fire and explosion and 3 metre high flames were seen to be emitted from the post hole. No further injuries occurred as a result of this secondary event due to the exclusion zone that had been put in place.

Following the incident all staff were stood down and received a briefing on the incident. A Full D&B SHEQ Alert will also be issued.

In the event of any underground services strike, the person in charge of the works must ensure that all personnel are vacated from the immediate area and that the area is cordoned off to prevent access.

Under no circumstances must any person return to the area until it has been confirmed that it is safe to do so by the service owner.
Access All Areas

Safe access and egress to and from a work location is a vitally important part to the success of any project. The railway environment can be particularly challenging in this respect as embankments and deep cuttings can often impede quick and safe access to trackside locations.

This was the challenge that faced the rail team at Swindon when they were called to complete some drainage works for Network Rail.

The site where the works were to take place was on a steep embankment and no other suitable means of access to the area was available. Therefore the team were able to hire a temporary staircase that was installed on site to provide safe access to the embankment meaning that access via the track was not required.

Simon Reavell, the Project Manager for the works has said…

“These proprietary steps were hired in for a week to enable flume drainage to be installed by the operatives on a steep embankment in wet weather. The steps provided safe access and egress as well as supplying a suitable rest point. By installing the steps we undoubtedly prevented slips and trips on an area with poor underfoot conditions.”

These steps were hired from the Marwood Group. Please contact the Buying department for more information.

Just a quick reminder…

Some people are still making reference to the National Delivery Service (NDS 24/7) contact centre. This has been changed to the National Supply Chain since April 2014. Whilst this is simply a name change and the functions and contact details of the centre have remained the same, it is important that all references and documentation to this are changed.

Strapping Incident

During January a further conductor rail strapping incident occurred on another contractors site whereby a strapman received an electric shock and burns whilst applying the earthing straps to a section of conductor rail that he believed to be isolated when it was in fact live and dangerous.

When applying earthing straps, the following protocol must be followed by all personnel…

- Be fully familiar with the process for applying short circuiting straps as set out in NR/WI/ELP/27140 (April 06) and the DC Electrified Lines Working Instructions.
- Wear approved rubber gauntlets.
- Test the conductor rail using an approved live line tester - this MUST include using an approved Proving Unit to verify that the tester is working correctly BEFORE and AFTER testing the conductor rail.
- Apply a short circuiting bar once you have confirmed that the conductor rail is not live
- Apply the short circuiting straps
- Remove the short-circuiting bar

More information relating to the incident will be circulated in due course, but in the meantime, please contact your SHEQ Advisor for more information.
Low Vibration Strimmer’s

Dyer & Butler continue to make improvements in relation to the control and management of hand arm vibration risk and we are continually looking for new and innovative equipment that will reduce our employee’s exposure to harmful levels of vibration whilst at work.

The rail team at Swindon are often asked to undertake work involving de-vegetation activities and site clearance and as such need to use strimmer’s to complete these works. It was identified that he strimmer’s that are currently supplied by Dyer & Butler have a relatively high vibration magnitude and therefore the team started to look around to see if there was any alternatives which would provide an improvement in relation to the vibration output of the equipment.

After approaching our plant and machinery suppliers, the team identified that a backpack type strimmer offered a massive improvement in vibration output when fitted with a steel brush cutting blade and this therefore reduced the vibration risk to the user and offered more options in terms of the usage times on site.

The normal strimmer’s supplied by the company had a vibration magnitude of 5.1 m/s² whereas the back pack strimmer had a vibration magnitude of 1.5 m/s².

After some careful negotiation by the Plant Department, the back pack strimmer’s was also supplied for only £20 more than the price of the strimmer that was normally supplied.

This example shows how the effective selection and use of equipment that uses the latest technology in relation to vibration control can be of real benefit to our sites. Trials of the new strimmer are currently being undertaken but early indications are that the equipment is as effective as the models that were previously supplied.

Safe Works Leader - Update

The route-by-route training and rollout of the Planning and Delivery of Safe Works Programme is now well underway and Network Rail are now starting to release dates for individuals to receive their Safe Works Leader (SWL) training in live with the relevant “go live” dates that they have specified for each route.

Whilst Network Rail’s implementation plan is subject to change, the main points to be aware of by way of an update are as follows…

- All SWL1 and SWL2 candidates will be required to complete a 5 day course to move their existing competency across to the new Safe Works Leader competency.

- As part of this training an online prequalifying assessment must be completed ahead of their course. Dyer & Butler are currently assessing the best way of progressing this training with our employees. If candidates have not been able to complete the assessment there is an opportunity to do so during day 1 of the SWL course.

- Please note that each candidate only has two attempts at passing the online assessment. Candidates who fail the online test will not be able to undertake their training for a minimum of 3 months and will require additional mentoring and support as agreed with their Line Manager.

- The competency pre-requisites and training dates for the Safe Works Managers competency are still being determined.

Dyer & Butler have submitted all of the current names of our employees that require the new Safe Works Leader training to Network Rail to allow them to plan their training needs.

The Dyer & Butler Training team will be contacting all of the personnel who need to complete this training in due course…so keep your eyes peeled for joining instructions.
Safe Works Leader - Implementation Plan

The following training implementation and “Go Live” plan has been issued by Network Rail in relation to the Planning and Delivery of Safe Works changes.

Please note that these dates are subject to change and alteration.

The table below provides the course details and training pre-requisites for each of the courses associated with the Planning and Delivery of Safe Works changes:

<table>
<thead>
<tr>
<th>Training Course</th>
<th>abbrev.</th>
<th>Course duration</th>
<th>On-line pre-qualifier</th>
<th>Competency and course prerequisite(s)</th>
<th>Successful course completion - PDSW competence</th>
</tr>
</thead>
<tbody>
<tr>
<td>Safe Work Leader 1</td>
<td>SWL1</td>
<td>5 days</td>
<td>YES</td>
<td>COSSS</td>
<td>SWL1 competence</td>
</tr>
<tr>
<td>Safe Work Leader 2</td>
<td>SWL2</td>
<td>5 days</td>
<td>YES</td>
<td>COSSS Plus ES</td>
<td>SWL2 competence</td>
</tr>
<tr>
<td>Safe Work Manager</td>
<td>SWM</td>
<td>5 days</td>
<td>YES</td>
<td>see PDSW - Safe Work Manager - Prerequisites Guidance</td>
<td>SWL3 competence</td>
</tr>
<tr>
<td>SWL2 to SWM conversion</td>
<td>SWM</td>
<td>up to 3 days (TBC)</td>
<td></td>
<td>SWL2</td>
<td>SWL3 competence</td>
</tr>
<tr>
<td>Planner &amp; Authorising Authority</td>
<td>PL &amp; AA</td>
<td>3 days</td>
<td></td>
<td>Planner - SSOWP competency</td>
<td>Planner and Authorising Authority competence</td>
</tr>
<tr>
<td>Authorising Authority</td>
<td>AA</td>
<td>2 days</td>
<td></td>
<td>No prerequisites</td>
<td>Authorising Authority competence</td>
</tr>
<tr>
<td>Individual Working Alone</td>
<td>IWA</td>
<td>eLearning</td>
<td></td>
<td>Existing IWA competency</td>
<td>IWA (PDSW)</td>
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Further updates on progress will be issued as they become available.
## Close Calls, Feedback and Suggestions

<table>
<thead>
<tr>
<th>You Said…</th>
<th>We Did…</th>
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</thead>
<tbody>
<tr>
<td>The supply of close call cards had run out and that no new cards were available for use</td>
<td>The close call cards are available to print off within the Rail CMS and a print run of new cards will be arranged.</td>
</tr>
<tr>
<td>Following the recent strapping incident that there are changes that are required relating to the current strapping procedure</td>
<td>The Rail Director has voiced these concerns with the Head of Safety at Network Rail (Southern)</td>
</tr>
<tr>
<td>New staff were not receiving a suitable induction when commencing their employment with the company</td>
<td>A new 2 day company induction has been developed and this will be rolled out to all personnel that have started with Dyer &amp; Butler over the past 6 months.</td>
</tr>
<tr>
<td>That the driver and vehicle information issued within the company was out of date and needed to be updated.</td>
<td>A new drivers handbook has been published that is due for distribution to all company vehicle drivers in February</td>
</tr>
<tr>
<td>That the “Safety Matters” monthly briefing document needed to contain more positive information</td>
<td>Articles that are aimed at shared learning will now be included as part of the briefing document</td>
</tr>
</tbody>
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Safe by choice ….not by chance

☎ 02380 742222  ✉️ steve.broom@dyerandbutler.co.uk  ✨ www.dyerandbutler.co.uk
Overview of the Event

The works required the installation of a temporary access scaffolding to allow inspection, repair and painting of the bridge to commence.

The works were being undertaken within a 27 hour T3 possession and involved the erection of scaffolding to the soffit and wing walls of the bridge.

At about 1935 hours, a scaffolding operative working as part of a gang of five on the beam section to the underside of the bridge was individually tasked with cutting some over length scaffold tubes. This task was done away from the main group.

At some point the operative went for a drink of water; appears to have "blacked out" and fallen 5.5 metres on to the track below.

The emergency services were called and after stabilising the operative's condition he was taken to hospital where the operative was diagnosed with fractures to both his feet.

Immediate Cause

The operative fell from the scaffold because he was not restrained by his lanyard and safety harness because the lanyard and safety harness were not connected to the scaffolding at the time.

Underlying causes:

Fatigue caused by hunger (the operative had not eaten since breakfast – about 0730 hours that day), thirst (his last of water was about 1500 hours) and inadequate rest breaks (he had been working without a break since about 1440 hours).

Perceived pressure to complete works (the works were behind – but there was no immediate pressure to work on).

Distraction caused by a minor blow to the head while to operative was working under the bridge (the operative struck his head on a piece of metal that he did not see).

Failure to use the safety harness and lanyard provided at all times, including when accessing and exiting the scaffold.

Other issues

Network Rail awarded the contract for the works several weeks behind programme.

The Operatives management of planned working/travelling hours in excess of 14 hour door to door recommended maximum. Investigation confirmed travel as a passenger was "work time" and should be included in calculations.

This work was outside the normal working pattern for the operative – he usually worked Monday – Friday but had to work both days at the week-end as well.

Key Message:

Always use a safety harness when working at height, unless other protection is in place.
This includes access and egress from scaffolds.
Serious Eye Injury

As a result of an ongoing investigation the following safety information has been identified that requires immediate communication.

Details:

- Whilst unloading a vehicle inside Stockley depot on Tuesday 30th December, a porcelain insulator pot rolled from the flatbed falling to the ground and subsequently shattered. Fragments flew up and a shard went into the eye of a trainee OLE Lineman standing nearby.

- He was taken to hospital by ambulance and later transferred to a specialist eye unit where he received emergency surgery. Sadly, he has permanently lost the sight in his left eye.

- It is believed that Safety Glasses were being worn at the time of the accident.

- A full investigation is ongoing by the Principal Contractor.

Advice Given:

- All activities must be properly planned, managed and documented.

- Ensure all tasks have been suitably risk assessed and task specific PPE is being worn.

- A Task Briefing Sheet (TBS) must cover the actual task being undertaken with specific risks and mitigations.

- Adequate levels of supervision must be maintained at all times.

- Good housekeeping and material storage must be maintained at all times.

- Waste management plans must be in place with the necessary contingency arrangements to ensure there is a sufficient quantity of skips available.

- The risks associated with the handling of insulator pots must be considered.

For more information please contact: Steve Womack, Head of S&SD, Crossrail on 07917 268083
**Flash Alert**

<table>
<thead>
<tr>
<th>Flash Alert</th>
<th>Event</th>
<th>Resurfacing Works at Bletchley</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date &amp; Time of Report:</td>
<td>Date:</td>
<td>26/10/2014</td>
</tr>
<tr>
<td>Date &amp; Time of Event:</td>
<td>Date:</td>
<td>26/10/2014</td>
</tr>
<tr>
<td>Project:</td>
<td>Bletchley Platforms 1-6</td>
<td></td>
</tr>
<tr>
<td>Location:</td>
<td>Platform 6 – Bletchley Station</td>
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</table>

**Description / Nature of event:**

Whilst carrying out resurfacing works under possession at Bletchley Station, platform 6, the dumper utilised to transport tarmac material, drove off the edge of the platform. The works were not being undertaken in accordance with the existing WPP/TBS.

**Underlying Cause:**
The existing WPP/TBS was not amended to take into account the location of the works and a change in both methodology and equipment to be used.
TBS not produced in accordance with NWR standard.
Change in scope was not adequately planned or risk assessed.

**Key Learning Points:**
Ensure the work is fully planned, risk assessed and that all documentation is in place prior to works commencing in line with the life saving rules.
Continual review of documentation and better challenge by managers, supervisors, supply chain and operatives.

Investigations are still ongoing.

| Details of Principal Contractor / Sub Contractor / Company | Geoffrey Osborne/ Pritchards |

For more information please contact Chris Carey Head Of Safety & Sustainable Development (Infrastructure Projects Central) on 07710939914
PRODUCT SAFETY ALERT

Date: 01 December 2014

Product: Hybrid Tower Light 48 / 005
Manufacturer: Tower Light
Serial number: 1300985 - 1302125
Fleet number: C041300985 - C041302125

Safety Issue

We have been made aware that the electrical feed cables on the top lighting head could potentially be caught and severed between the frame when a lighting head is excessively twisted. Refer to the photographs below.

Safety Advise

1 - ALWAYS rotate the lighthead carefully and not excessively to prevent cable damaged
2 - ALWAYS adjust the lighthead position with the engine and battery switched OFF
3 - If damage is visible on the electrical cables - DO NOT USE - SWITCH OFF - ISOLATE

Support from Speedy

Speedy and Tower Light engineers will visit customers who are currently hiring this model to perform an additional safety service. If you have concerns in the safe operation of this equipment contact:

Andy Mason (Technical Support Manager) andrew.mason@speedyservices.com
Steve Thomas (Technical Support Manager) steve.thomas@speedyservices.com

or, in the North ring 07976 181 309, or in the South ring 07730546 790
Signal boxes and bats

Recently there have been two incidents where bats have been discovered during demolition works on signal boxes.

All bat species in Britain and their roosts are protected by UK and International legislation. It is an offence to:

- Deliberately capture, injure or kill a bat;
- Intentionally or recklessly disturb a bat in its roost or deliberately disturb a group of bats;
- Damage or destroy a bat roosting place (even if bats are not occupying the roost at the time);
- Intentionally or recklessly obstruct access to a bat roost.

Before starting works checks:

- Have relevant surveys and checked been completed
  - Ecological survey
  - Listed building checks, etc.?
- Have environmental risks and associated control measures been identified?
- Are all necessary consents in place i.e. protected species, listed building, etc.?
- Is there an accepted Environmental Management Plan in place?
- Do the WPP and TBS include the environmental risks and control measures?
- Have staff been made aware of the environmental risk on the project and the control measures to be implemented?
- Have the works been programmed to avoid seasonal constraints?
- Do the specialist sub-contractors (i.e. ecologists) the correct competencies and licences to oversee works?

IF in doubt about any of the above contact: michelle.tucker2@networkrail.co.uk 07825376567 or your local HSEA specialist.

Reminder Number: 01
Issue date: December 2014
Author: Maria.Jarosz@networkrail.co.uk
Applying herbicides/pesticides?

Which is an activity completed at level crossings...please note that the herbicide/pesticide selection and dosage rates must be specified by a person with the appropriate and valid BASIS certificate. The BASIS person who specifies the chemical will know which chemicals are approved for use on the railway infrastructure. Specifications should be site-specific taking into account local conditions (such as watercourses, SSSIs, etc). Any herbicide/pesticide application on the Network Rail controlled infrastructure should also be recorded using NR/L3/TRK/003/TEF3069.

Species alert - Quagga Mussel – found in the UK for the first time

In October 2014 Quagga Mussel was found in Wraysbury Reservoir and the Wraysbury River, near Egham, Surrey, and subsequently in a number of other waterbodies. The Quagga Mussel (Dreissena rostriformis bugensis) is a highly invasive non-native freshwater mussel from the Ponto-Caspian region, very similar to Zebra Mussel. It can significantly alter whole ecosystems by filtering out large quantities of nutrients and is also a serious biofouling risk blocking pipes smothering boat hulls and other structures. There is no effective eradication method for quagga mussel once it has established in a reservoir and the downstream river system. As recommended in a recent review commissioned by Defra of options to deal with the arrival of quagga mussel, the best method of slowing the spread of the quagga mussel is by applying better biosecurity through the Check, Clean, Dry approach. You can learn more about biosecurity here: www.nonnativespecies.org/checkcleandry

The first hybrid light tower

The VT-Hybrid lighting tower features LED floodlights which are powered by a rechargeable battery that has a running time of 7 hours. During this time the lighting tower operates without any noise and creates zero carbon emissions.

After this period, the small diesel generating set starts automatically powering the floodlights and recharging the battery at the same time. Alternatively, the battery can be recharged by connecting it to the mains power supply. For more info visit: http://www.towerlight.co.uk/vt-hybrid.php

Bulletin Number: 24
Issue date: December 2014
Author: Michelle.Tucker2@networkrail.co.uk
Lessons Learnt from a Significant Event

Date: 12th January 2015
Issued By: Thameslink Programme, HSEA Team, James Forbes House, 27 Great Suffolk Street, London SE1 0NS

Issue Number: TLP 028
Title: London Bridge – Angle Grinder Foot Injury (5th December 2014)
For further information contact Sharon Fink, Health & Safety Manager, Network Rail at sharon.fink@networkrail.co.uk

Overview of Event:
As part of the conservation and restoration of the Grade 2 listed wall on St Thomas Street façade an operative (restorer) was cutting a horizontal joint in the brickwork with a 5" angle grinder. Whilst doing so the grinder jumped/snagged out of the restorers hand and landed on his foot. The grinding disc cut through the boot and into the operatives foot. The injured party damaged a tendon in his foot and required surgery.

Diagram/Photo of event:
Area where wall was being cut
Grinder On / Off Switch
Cut to IP’s Boot
Injury to Foot

Underlying Causes:
- Where equipment is supplied by the Principal Contractor they are normally fitted with anti-kick back clutch devices, however this is not mandated on equipment used by sub-contractors
- The grinder used was not fitted with any mechanical/electrical protection to automatically stop the blade when snagging occurred (anti-kick back)
- The task briefing could have been more descriptive with regards the risks

Actions Taken As a Result of Investigation:
- The sub-contractor involved is now utilising anti-kick back type grinders
- The site teams have been briefed on the accident
- Discussion of the accident will take place at the the next sub-contractors meeting including the use of anti-kick type equipment
- Future pre-start meetings with sub-contractors will include types of equipment required
- Awareness training will be given to the site team on how to recognise the anti-kick back type equipment
- Safety inspections will include checking equipment being used on site
- Costain and Network Rail (Thameslink) will be developing a common standard for equipment of this type and issuing in due course

General Key Messages:
- Operatives must be trained and competent in the equipment they are required to use as part of the job role / task
- Only use equipment that is suitable for the task in hand
- Make sure suitable positioning of the body in relation to the equipment / tools being used is maintained at all times
Shared Learning from a Formal Investigation

Date: 13 January 2015
Issued By: Corporate Investigation Manager, Milton Keynes, MK9 1EN

Document ref: NRL 15/01
Title: Unidentified twist fault following an embankment slip at Stonegate
For further information contact Nick Solt, Compliance & Assurance Advisor

Overview of Event
- Following weeks of unusually high and persistent rain a number of embankment slips occurred on the Kent route including the part of the Down Hastings Line at Stonegate on 09 February 2014. Both lines were blocked.
- On 10 February the RAM attended site and reported the track in a catastrophic state and hanging in the air (shown in the above photo).
- A Contractor was contacted to rebuild the embankment and the lines were re-opened on 01 March with a TSR of 20mph on the up line and 5mph hour on the down.
- The Contractor were also contacted to monitor the lines track geometry three times a day and report the figures back to the TME and Scheme Project Manager. Any trigger points would be acted upon.
- On 18 March the TME undertook a routine examination of the line and found a L2 fault and immediately closed it to traffic.
- The L2 twist fault was visible even to an untrained eye but not reported by the Contractor.

Underlying Causes:
- The Contractor’s Site Agent did not know how to apply the correct action in producing the track monitoring data. He and his team did not appreciate the risks in not reporting visibly poor track condition. Therefore they did not produce interpretable data for the TME.
- The TME and other recipients did not question that the data supplied was not interpretable.
- Adherence to NR/BS/L1/045 was instructed by the Project Manager but no guidance provided.
- The Project Manager did not provide a full AMP as he believed the works to be ‘emergency’ in nature.
- The unprecedented amount of rainfall meant that there were many slip sites so more experienced and preferred contractors were already engaged elsewhere and the Contractor did not receive the higher level of management that their inexperience required.
- An assumption was made that the Contractor knew what they were doing in track monitoring.
- A CRE was supplied by the Contractor for the civils work but not the track works. This would have provided track engineering management.

Key Messages:
1) Once the immediate risks created in an emergency have been controlled the full rigour of the Asset Management Plan (AMP) process must be applied to identify and control the risks during recovery and remediation work.
2) If any track geometry data is un-interpretable by recipients then they should report this immediately.
3) Project Managers should give a higher degree of monitoring and management to those contractors who are less experienced.
Background

Following two similar incidents in the past few weeks on Rail and Underground project work, in which a steel beam fell during lifting operations, a safety bulletin is being issued to highlight good lifting practice.

It both incidents an exclusion zone had been set up around the lifting area, which did help to ensure there were no injuries, but in both cases the lifting equipment selected was unsuitable for the lift and the equipment had been used incorrectly.

Instruction

All lifts must be planned by competent people.

A lifting plan should be produced and recorded, and it is preferable to include all the relevant information in a single document. The more complex the lift, the more comprehensive the lifting plan needs to be.

The lifting plan must be unambiguous and should be capable of being briefed to all those involved with or effected by the lift.

All equipment to be used in the lift must be assessed as appropriate by a competent person.

The manufacturer’s instructions should be available to those undertaking the lift, and should be followed to ensure the correct use of the lifting equipment.

The plan should only be altered and updated by a competent person.

If anyone involved in lifting activities, has concerns regarding the plan, how it is being followed or the equipment to be used, they must raise their concerns with their relevant supervisor or manager.

Please communicate this alert to your teams, projects and suppliers as appropriate

<table>
<thead>
<tr>
<th>Incident reference</th>
<th>Martin Douglas HSE Manager</th>
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</thead>
<tbody>
<tr>
<td>For more information contact</td>
<td></td>
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<tr>
<td>Approved by (HSE Snr Manager):</td>
<td>James Terry</td>
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</tbody>
</table>
HSE Bulletin (Ref: 2 in 2015 )
New CDM Regulations 2015

Date of issue: 16 January 2015

Background

The Health and Safety Executive has issued the new Construction (Design and Management) Regulations 2015 (CDM), together with the associated draft guidance.

The TfL Pathway Health and Safety Special Interest Group (PHSSIG) has been preparing revised working arrangements and Pathway Products to reflect the new Regulations, and is now developing this. No further action is required from the business at present.

During February and March, stakeholder engagement and updates will be provided on:
- any proposed changes to working arrangements or Pathway Products,
- transition arrangements,

to ensure that we are ready for the new regulations which come into force on 6 April 2015.

Key aspects of the new Regulations

The majority of the requirements remain largely unchanged, and will be familiar to those projects already using Pathway. However key points to note are:
- The CDM-Co-ordinator role (under CDM 2007) is abolished.
- A new Principal Designer role is introduced; with responsibility for coordination of the pre-construction phase.
- Principal Designer and Principal Contractor appointments are required if there will be more than one contractor during construction, regardless of whether the project is notifiable.
- Competence is split into components: skills, knowledge, training and experience, and organisational capability. This gives clarity when assessing and demonstrating that construction project teams have the right attributes to deliver a healthy and safe project.
- There will be a transitional period, so that if the function of CDM Co-ordinator has already been appointed to a project prior to 6 April, this function can continue until 6 October, by which time a Principal Designer must be appointed.

Action required

- The TfL PHSSIG will develop new arrangements in consultation with stakeholders.
- No further action is required from the business at present.

Please communicate this bulletin to your teams, projects and suppliers as appropriate

For more information contact

Alexander Ferguson

Approved by (HSE Snr Manager):

Cathy Behan

MAYOR OF LONDON

F0055 A4

Jan 2015
HSE Alert (Ref: )
Drilling into roof ceiling and wall panels
Date of issue: 21 January 2015

Background

In order to install a section of conduit at South Kensington station an operative needed to drill into a vitreous enamel (VE) panel, positioned above an escalator. The rotation of the drill bit generated heat around the hole in the panel, which caused dust and debris sitting on the panel to ignite and smoulder. This was extinguished using fire fighting equipment.

Metal and plaster panels are used extensively in buildings to cover the equipment and services which are placed on ceiling and walls, and provide a better looking environment. It is common that these panels become covered in dust. Over the years there have been a number of occasions when drilling operations have ignited these dusts.

Drilling into panels is not regarded as a “Hot Working Process”, but this incident is a reminder of the risks from dust being ignited in these hidden spaces, where it can smoulder and even catch fire unseen behind panels during engineering hours. leading to serious incidents at the opening of traffic when wind turbulence caused by the passage of trains can escalate the smouldering into a fire.

Instruction

Before any drilling into any roof or wall panels you must:
- Remove the panels to be drilled, and inspect the area for dirt, dust and flammable debris.
- Remove any flammable debris and clean the area prior to any drilling activity.
- If possible drill the panels while they are removed
- The use of damp cloths or sprayed water should be considered after drilling, provided this can be done without risk to any equipment and electrical supplies in the immediate vicinity.

Please communicate this alert to your teams, projects and suppliers as appropriate

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<tr>
<th>Incident reference</th>
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<tbody>
<tr>
<td>For more information contact</td>
<td>Michael MacKay</td>
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<tr>
<td>Approved by (HSE Snr Manager):</td>
<td>Alexander Ferguson</td>
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</table>
No: NRB 15/01

Network Rail Safety Bulletin

Manual Handling of Concrete Troughing Products

For the attention of all staff and contractors engaged in the specification, planning, installation, renewal and disposal of concrete troughing products.

Background:

In May 2014, Network Rail issued Safety Bulletin 323 which stopped with immediate effect the lifting, carrying and team handling of C143 conventional concrete troughing.

Following further analysis it has now been agreed that manual handling of ALL types of concrete troughing present risks to staff safety which require immediate action.

The Table A on page 2 shows the wide range of available concrete troughing products, their weight and what action must be taken to protect staff from injury.

Immediate action required by all persons affected:

If you're about to manual handle concrete troughing products then you should be in receipt of an approved site-specific risk assessment. If you haven't then stop, request that a risk assessment is undertaken by a competent individual and implement any resulting actions before continuing work.

With immediate effect Network Rail require all staff and contractors who are required to specify, manage, plan, authorise and carry out manual handling activities relating to the delivery, installation, renewal or disposal of cable troughing materials to comply in full with the guidance of the HSE manual handling MAC assessment tool which can be found on the following link: www.hse.gov.uk/msd/mac, or a suitable equivalent.

The outputs from the MAC tool will form the basis of a suitable and sufficient risk assessment, and which will show activities where manual handling methods shall not be used and require alternative methods to eliminate or reduce the risk to an acceptable level to be put in place. Assessments using the MAC tool, and where required more detailed risk assessments, should be site specific to consider the load, task, environmental factors (e.g. access, underfoot conditions), individual capabilities and other relevant factors as per the Manual Handling Operations Regulations 1992.

Issued by: Roan Willmore and Dan Mandoc, Safety, Technical and Engineering Department Network Rail
Note: The purpose of Table A is to direct the duty holder to the approved concrete troughing products and their associated weights. Each product has been assigned a specific colour code utilising the HSE MAC Tool for weight only. If the product is to be lifted, carried or team handled then a further assessment is required to consider the load, task, environmental factors (e.g. access, underfoot conditions), individual capabilities and other relevant factors.

Table A: HSE MAC Tool Assessment of Concrete Troughing Products.

Key:

**Green:** The risks are low but you should further assess the manual handling activity considering the time duration, repetitiveness of task and the site environment.

**Amber:** You shall examine and assess the planned manual handling activities closely giving full consideration to alternative mechanical means.

**Red:** There is a high level of risk from manual handling of these products. A full re-evaluation of the risks is required prior to any further activity.

**Purple:** There is a very high level of risk and manual handling of these products is prohibited unless a detailed risk assessment demonstrates that this may be performed safely.

<table>
<thead>
<tr>
<th>Trough variants</th>
<th>FULL WEIGHT CONCRETE (Kg)</th>
<th>FULL WEIGHT HALF LENGTH (Kg)</th>
<th>REDUCED WEIGHT (Kg)</th>
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Issued by: Roan Willmore and Dan Mandoc, Safety, Technical and Engineering Department Network Rail
Barnham Area (affected ELR: TBH1, TBH2):

1) UP and Down Line Red Zone Working Prohibition due to Restricted sighting on the TBH1 between 55m03ch and 56m02ch

2) UP and Down Line a new COSS/IWA can not Work Alone Prohibition on the TBH1 between 56m02ch and 56m32ch

3) Up Line a new COSS/IWA can not Work Alone Prohibition on the TBH2 between 33m440y and 34m00y (Inlands Level Crossing)

Horsham Area (affected ELR: BTH3):

1) Down Line Red Zone Working Prohibition due to lack of Position of Safety from Boxihill to Horsham, between 22m40ch and 35m00ch

2) Up Line Red Zone Working Prohibition due to Restricted Sighting from Boxihill to Horsham, between 22m40ch and 35m00ch

Three Bridges Area (affected ELR: SCU1):

1) Red Zone Prohibited area due to Restricted Sighting on the SCU 1 Uckfield Line on single bi-directional lines between:

   a) Greenhurst Viaduct to Uckfield (from 42m53ch to 46m08ch)

   b) Hever to Blackham Junction (from 27m42ch to 31m14ch)

   c) Ashurst Jn to Crowborough Junction (from 33m55ch to 38m73ch)
For the attention of all staff, suppliers and contractors who work in Brighton Delivery Unit Area:

Background:

Brighton Delivery Unit is currently reviewing content of Hazard Directory to re-align it with a factual state of our infrastructure. As a robust revision process is being developed, initial site visit were undertaken and above prohibitions were enforced.

What does this mean:

Red Zone Working Prohibition (due to lack of position of safety) Working and walking in Red Zone Prohibited Area is not permissible at specified location.

Red Zone Working Prohibition due to Restricted Sighting: Unassisted lookouts cannot be used at specified location (it may be permissible to use LOWS at this location).

COSS / IWA can not Work Alone – individual working alone can not work at specified location in a Red Zone Environment

Action Required by all persons affected:

Please arrange to bring the contents of this Bulletin to the attention of all staff and display a copy on Safety Notice Boards.

Responsible Managers, Section Managers, etc. must also immediately review with their Planners/Planning Teams to update all applicable Cyclical and Routine Safe Systems of Work Plans (SSOWP’s) and brief their COSS teams as appropriate

Issued on behalf of: Peter Jackson Infrastructure Maintenance Manager, Brighton Delivery Unit
Train / Trolley Collision

As a result of an ongoing investigation the following safety information has been identified that requires immediate communication.

Details:

- At approx. 09:55 on Sunday 28th December, 1Y40 0948 Heathrow to Paddington struck and ran over a track trolley on the Up Airport Line at Stockley.
- No task briefing for activity to be undertaken.
- The trolley had been placed on a line open to traffic at line speed.
- The two man gang who were with the trolley managed to move clear and were uninjured.
- The gang had accessed the line after removing a demarcation fence without the COSS being present.

Advice Given:

- Only ever use an authorised access point.
- Always ensure that you understand the worksite limits.
- Ensure task briefing covers all activities to be undertaken.
- Always ensure you have a clear understanding of which lines are open to traffic.
- Clarify with your COSS any information you are unsure of.
- NEVER interfere or remove a safety barrier.
- Do not access the track or start work on the track without your COSS being present.

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

For more information please contact: Steve Womack, Head of S&SD Crossrail on 07917 268083