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Date:	03 June 2023
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# NR/L2/OHS/019

## Module 04

### Planning and Working for High Output and track renewals involving engineering trains

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## 1 Scope

- 1.1 This module applies to the responsible manager (RM), Planner and person in charge (person in charge).
- 1.2 This module describes the additional considerations for planning and working for:
  - a) [High Output](#) (HO) tasks;
  - b) track renewals involving engineering trains.
- 1.3 This module covers works that are taking place in [protection zones](#) and possessions.
- 1.4 This module assumes that the role of person in charge is carried out by the [Works Supervisor](#) for HO only.

## 2 RM arrangements

The RM shall:

- 2.1 Appoint the Planner who they believe has the most appropriate knowledge, experience and competence in planning HO tasks.
- 2.2 Appoint the person in charge in line with 4.2.1 of NR/L2/OHS/019 who has the knowledge, experience, and competence in planning HO or Track Renewals tasks.

The RM should:

- 2.3 Appoint/nominate other technical specialists to assist in the planning of the works schedule such as (not limited to):
  - a) a [Works Supervisor](#) for a Ballast Cleaning System (BCS) or Track Relaying System (TRS);
  - b) an [Any Line Open](#) (ALO) Planner where On-Track Machine (OTM) could foreseeably foul lines open to train movements (if the Safe Work Planner cannot carry out this duty);
  - c) an ALO RM (if the SWP RM cannot carry out this duty);
  - d) an ALO Co-ordinator on site (if the person in charge cannot carry out this duty);
  - e) a [Protection Controller](#) (PC)/COSS to take line blocks in support of ALO controls/access/egress;
  - f) a [Level Crossing Attendant](#) (LXA) to control each level crossing within the worksite and possession) where affected by the movement of engineering trains;
  - g) a Points Operator to operate switches and crossings in line with NR/L3/OPS/255 Mitigation of point run throughs within engineering worksites Points Stop Equipment (PSE) process
  - h) a [Network Rail Online Logistics](#) (NROL) Planner.

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The RM shall:

- 2.4 Provide the Safe Work Planner with the information detailed in 4.2.1 of NR/L2/OHS/019.
- 2.5 Appoint an [Engineering Supervisor](#) (ES) and necessary resources, when confirmed as lead worksite within [Possession Planning System](#) (PPS).

### 3 Producing the SWP

The Safe Work Planner shall:

- 3.1 Agree with the RM, shift date(s) for the work.
- 3.2 Review the possession details using PPS/[Weekly Operating Notice/Person In Charge Of Possession](#) pack.
- 3.3 For High Output track renewals works only, the SWP shall be produced in component parts to the requirements of 3.4 of this module.
- 3.4 Seek advice/details from competent others when not experienced in NROL/PPS use.
- 3.5 Create partially completed safe work pack(s) in line with 4.2.2 of NR/L2/OHS/019 with the HO specific requirements of:
  - a) the SWP issued to the person in charge shall cover each scheduled task mileage (not worksite mileage) plus relevant access point mileages plus a 400yards overlap at each end, but shall not exceed worksite limits;
  - b) the SWP issued to the ES shall show the limits of the worksite mileage;
  - c) the SWP issued to the LXA shall cover the arrangements within the worksite;
  - d) provide ALO plan where appropriate.
- 3.6 Confirm that where lead worksite (when denoted in PPS) includes:
  - a) the relevant number of RT3199 Worksite Certificates are provided;
  - b) access/egress points for the ES to place work-site marker boards are included.

### 4 Verifying the SWP

The person in charge shall:

- 4.1 Review and discuss the partially completed safe work pack with the planner in line with 4.2.4 of NR/L2/OHS/019.
- 4.2 Consult with the RM for additional safety critical resources.
- 4.3 Consult with the ALO Co-Ordinator (when person in charge is not carrying out these duties).
- 4.4 Consult with the Isolation Planner on the isolation arrangements.

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- 4.5 Consult with the ES to discuss and review:
- a) sequence of works including access and egress;
  - b) planned On-Track Machine' (OTM) and engineering train movements;
  - c) movements over switches and crossings.
- 4.6 Hold a whiteboard meeting (or similar) to:
- a) brief the complexity within the site of work;
  - b) brief the details of 4.5;
  - c) include all relevant resources in attendance;
  - d) confirm delegation of duties as per section 5 below.

## 5 Delegation of duties

- 5.1 The person in charge shall retain overall accountability for the HO schedule. Schedule risk shall be retained by the person in charge. The person in charge shall delegate responsibility (as required):
- a) For operational and site risk to the relevant safety critical role(s) such as (not limited to):
    - I. ES
    - II. PC
    - III. COSS
  - b) For task risk where engineering trains are involved to:
    - HO Systems Manager for HO train inclusive of Ballast Cleaning System (BCS) or Track Relaying System (TRS) only
  - c) Operator of each OTM, such as (not limited to):
    - I. Tamper
    - II. Regulator
    - III. BCS
    - IV. TRS
    - V. [Overhead Line Engineering Train](#)

5.2 Prior to start of works, the person in charge will brief the shift arrangements via a whiteboard meeting.

## 6 The authorisation and implementation of the SWP

This shall be in accordance with NR/L2/OHS/019.

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## Appendix A Definitions

<b>Term</b>	<b>Definition</b>
Any Line Open (ALO)	Where any railway lines open to traffic could foreseeably be fouled by any plant, attachment or the loads associated with them. This includes delivery and retrieval activities.
Component Planning	Where in a SWP planned in accordance with NR/L2/OHS/019 is divided into separate parts to achieve the overall SWP requirement. (Walking to site, undertaking the activity, egress the site = three components)
Engineering Supervisor (ES)	The function that has responsibility for the worksite
High Output (HO)	High Output track renewals-The function that carries out renewals using bespoke engineering trains
High Output Systems Manager	A role that manages the operation of either a Ballast Cleaning System (BCS) or Track Renewals System (TRS).
Level Crossing Attendant (LXA)	The role that is required to manually operate a level crossing
Network Rail Online Logistics – (NROL)	The ordering and planning system for all railborne materials.
Overhead Line Engineering Train	High Output train system for OLE electrification
Person in Charge of Possession (PICOP)	The role responsible for the safety of activities within a possession
Possession Planning System (PPS)	Possession Planning System - it manages the process for booking and recording of national engineering and access requirements (possessions, worksites, temporary speed restrictions).
Protection Controller	Where two or more COSS's/IWAs need a line block at the same place and time, a PC shall take operational control of the line block with the signaller
Protection Zone	A protection zone (PZ) is an alternative to a possession when no more than one engineering train and one OTM is required to carry out work.
Whiteboard Meeting	Meeting in addition to the person in charge OP meeting, to discuss sequence of work and the detail of tasks being undertaken within a possession or line blockage
Weekly Operating Notice (WON)	Contains the engineering work for the forthcoming week
Works Supervisor	The role that supervises the schedule of works and takes on the role of person in charge  This role shall hold COSS competency

**Table 1 –Terms and definitions**