

Safety First

Welcome to the Spring edition of our newsletter Safety First

Going into Spring is always a good feeling with longer days and warmer climates on the horizon. Unfortunately, the 'feel good factor' isn't experienced by everyone, and it is a well-known fact that one in four people suffer with mental health issues that can affect anyone at any time. It has been well documented that a significant increase is within the rail and construction industries. Unfortunately, there is a stigma around speaking up and reaching out, especially within the male gender.

My story

Last year I lost a close family member unexpectedly, that was a shock to all our family and friends. On a personal note, I did find it difficult to grieve and accept, which played on my mind, as I couldn't understand why I was struggling with my emotions. I did open up to a friend/colleague who didn't know my family but sat with me and listened to me and my story of how I was struggling. This person listened and didn't try giving advice, but conversed ensuring a two-way conversation developed. I immediately felt a release of the emotion and grief that was bottled up inside of me and although still upset, I was able to accept the tragic loss within our family. I am sharing my personal story to encourage everyone not to hold back and talk with someone in a time of need.

It's good to talk! It's equally good to listen

My message to all is, do not be afraid to talk with someone if you are struggling or having a bad time. Depending on your circumstances, talk to a friend, to a family member or colleague and share the issue if you feel comfortable. Also be that person who listens, make the time and have patience to listen to your friends, family, and colleagues if they approach you and want to talk. Generate the conversation, remember you are not there to give advice, but you may be able to share experiences and signpost them in the right direction, which could be to the Ganymede Mental Health First Aiders at your office.

Vehicle Stand Down

Thanks to all company drivers who attended the vehicle safety moments held in Ashford and Bellshill earlier in the year. These were very worthwhile events and allowed our Fleet and Safety Managers to engage with you, sharing the latest Lightfoot technologies and promoting safe driving.

Spring Safety Moments

Our Spring Safety Moments are on the horizon and are planned towards the end of May, your local offices will inform you of the dates and venues of the events. We hope to see many of you in attendance to continue the success of last year's events.

Hope you enjoy our articles in this edition of Safety First and as always stay safe and take care at all times.

Gary Lobue
Head of HSEQ



Lessons Learnt

Following on from our Winter Newsletter where we shared an unauthorised access event, we continue to have individuals gaining unauthorised access in and out of worksites. The following three events had to be investigated with individuals being stood down from duties until the investigations are concluded.

Hockley Level Crossing

A Ganymede COSS who was in charge of a survey team did not use the planned access point for the site of work as agreed in his Safe Work Pack. This was due to him not having 3rd party access to a combination lock and also not being in possession of a 222 key for the padlock, due to it being left in his vehicle that had broken down. The Ganymede COSS decided to gain access via the nearby level crossing and although this was within the limits of the worksite he and the group accessed around the pedestrian barrier and across the animal grids resulting in the group being within 2m of the open line - and therefore was not within the safe limits of the planned separated safe system of work. There was no near miss recorded, however an operational close call was raised from the event being recorded on CCTV.

Watford Junction

A Ganymede operative carrying out Tech duties as part of Tamping works went straight onto site to relieve the Tech Engineers who had worked the night shift. As he didn't report and sign in with the COSS, he didn't receive a briefing from the COSS regarding the arrangements of the Safe System of Work. In doing so, he walked around the machine that was within the possession worksite towards the adjacent line that was open to traffic at 125mph. No train approached him and therefore an operational close call was raised however if he had reported to the COSS and received a brief, then he would have known the arrangements regarding the down fast line which was not under possession.

It was identified that there was no COSS on site, this was due to a COSS shift changeover, it is not clear how or where the handover took place, what is evident is that the work wasn't stood down while it did take place until the new relieving COSS took over the SSOW.

Radyer South Wales

A Ganymede operative was carrying out Machine/Crane Controller duties within a possession worksite. While working he realised he had left his mobile phone in his vehicle and decided he needed it in his possession for contact. He stood down his machine and proceeded to the access point where his vehicle was parked. However, the access was outside the limits of the ES Worksite and therefore he entered PICOP land without being authorised. He collected his mobile phone and on his return to the worksite he was witnessed walking in the four foot and instructed to move to a position of safety in the cess. Although he was in a possession with normal train movements suspended there was no near miss recorded. However there is always the chance of movements of engineering trains and on track machines in PICOP land and these movements can approach in any direction.

All of the above events could have been avoided, behaviours were unacceptable from the individuals concerned. Luckily no trains were in the vicinity at the time. However on another day it could have been so different and ended in tragic circumstances. Please ensure you understand and carry out the following a before entering site and starting work:

- You must be authorised to go on site.
- You must receive a COSS brief and sign the RT9909 to confirm your understanding.
- You must use the authorised access point for your site of work that has been planned in the Safe Work Pack.
- Never venture out of the safe working limits and worksite limits without permission or authority from the relevant responsible persons in charge.

If you are in any doubt you must not go on site and Speak Up immediately to the Person in Charge or call the Ganymede On Call.

Remember the Work Safe Procedure is there for everyone to call if in any doubt around any health and safety issue. Don't be afraid to Speak Up and raise it!



Making an Emergency Call

If you ever have to make an emergency call, this is what you need to remember. Take a deep breath, try to remain calm and plan what you will say in advance.

The structure of the conversation is the same as in any other safety critical conversation when contacting the Signaller/Responsible Person/ECO.

- State this is an Emergency Call.
- Confirm you are speaking to the relevant person i.e., Signaller, Electrical Control Operator.
- Give the following details: Your name, job/role and who you work for sponsor/employer, where you are speaking from and your telephone number.

Give the following information:

- The nature and location of the incident.
- Details of the accident/incident including any lines that need to be blocked and if the electrification needs isolating/switching off.
- What emergency services are required and the nearest access point for services.
- Ask the person to read back the message.
- Ensure the message has been correctly read back.
- The Signaller or ECO will take lead responsibility and give you further instructions.

Remember when making an emergency call speak clearly and use the phonetic alphabet, numbers must be spoken singularly.

PHONETIC ALPHABET

A – Alpha	N – November
B – Bravo	O – Oscar
C – Charlie	P – Papa
D – Delta	Q – Quebec
E – Echo	R – Romeo
F – Foxtrot	S – Sierra
G – Golf	T – Tango
H – Hotel	U – Uniform
I – India	V – Victor
J – Juliette	W – Whiskey
K – Kilo	X – X-Ray
L – Lima	Y – Yankee
M – Mike	Z – Zulu



Spotlight on Safety

Close Call Reporting

Well done to Jonathan Evans from our Wales Office, Jonathan was carrying out duties for AMCO Giffen and had been informed by the AMCO Giffen Supervisor there was a formation of large icicles that had developed hanging from the Salford Tunnel Portal, which could create a hazard to the working group.

Jonathan arranged for the MEWPS and the operators he was working with to carefully remove the icicles from the portal. Again, well done to Jonathan for raising this as a close call and his actions which prevented the risk of the icicles falling and potentially hitting someone whilst walking and working beneath.



Jonathan Evans and Ganymede Resource Manager Jason Crew, Wales

Safety Initiative

Well done to Chris Morrison, an operative from our North and Midlands office. Chris was acting as a Protection Controller for line blockages on the CRSA project on a site at Bedlington. Chris was ready to give up his line blockage but one of the COSS's booked into the worksite had not signed out and was uncontactable.

Chris raised this issue immediately to the project team and proceeded to walk through the line blockage to ensure the line was safe and clear and there was no evidence of anything untoward that may have happened before handing back the line to traffic.

Chris and an operative from another supplier were praised and commended for their prompt actions and vigilance by the CRSA Project Team which Ganymede fully endorse. Again, well done Chris.



Chris Morrison, North and Midlands

Theft of a Network Rail Vehicle

On Saturday 11th February 2023, a Network Rail vehicle being used by a member of the Overhead Line Equipment (OLE) team in Doncaster was forced off the road by three other vehicles as it entered the motorway.

Once stopped, persons wearing balaclavas and carrying crowbars forced the driver from the vehicle before it was driven away from the location. No one was injured during the theft.

At the time of the incident, the Network Rail vehicle was pulling a trailer containing a full reel of OLE cable. The vehicle had just left a storage unit located in Armthorpe, Doncaster, and the theft happened a few minutes later.

What to do if you find yourself in this situation?

- Workforce and Security staff should be aware of any vehicles loitering around depot entrances, especially in the hours of darkness. Note the make / model of the vehicle and the number plate if possible.
- When leaving depots, be aware of any vehicles potentially following and if safe, do not pull over if indicated to do so.
- All staff are to be vigilant and check ID / vehicle registrations as there is a risk that stolen equipment may be used to gain access to other NR sites to undertake further theft of metal resources.
- Consideration to be given to using heavy goods vehicles or covered vehicles for the transportation of expensive equipment.
- Report anything suspicious to British Transport Police (BTP) via 61016 or if immediately concerned, dial 999.
- Project / programme management teams are to engage with Route / region security leads to consider security measures for the protection of resources.

Spotlight on Safety

Non - Native plants

It is great to reach British springtime, longer warmer days ahead. However, the other changes we encounter are the growth of some non-native plants. These are plants that have been introduced to Britain many years ago and have become a pest to our natural habitat by endangering our native flora and fauna. It is illegal to plant or otherwise encourage the growth of these plants, this could include cutting or disturbing the plant, roots or seeds.

Look out for these on site, and if you do suspect any of these are present, immediately stop work, Speak Up and report to the Person in Charge.



Giant Hogweed

- Stems start growing in March/April
- Leaves are dark green with deeply cut lobes with ragged edges
- Flowers are white, umbrella like and up to 500m across, flowers only appear every 4 years
- Seed pods produced from August to October
- It produces a lot of poisonous sap, that on contact with the skin and in the presence of sunlight causes severe irritation, swelling and painful water blisters. Contact with eyes can cause temporary blindness.



Japanese Knotweed

- Forms dense clumps and grows up to 3m tall
- Stem is hollow and looks like bamboo, it breaks easily
- In spring it is fleshy and red tinged and in summer it is green with purple speckles
- Leaves in spring are pinky red and uncurl as the stem grows
- It is not toxic to humans or animals, but shades out native plants, it is also strong enough to grow through foundations, walls, roads and drainage pipework.



Himalayan Balsam

- Each plant produces more than 500 seeds before it dies, each pod can burst open with the slightest touch and travel up to 7 metres
- It grows during spring and summer and reaches 2.5 metres tall
- The stem is pinky red, hollow, sappy and brittle
- Leaves occur in twos or threes from the same point on the stem, are spear shaped with serrated edges, shiny and dark green with reddish mid-rib.
- Flowers appear from June to October and are purplish pink on long stalks



Remember, if you identify any of these plants, please stop work and refer to the Person in Charge, do not enter the area as you may disturb or collect seeds on your clothing or shoes which may cause it to spread elsewhere.

Spotlight on Safety

Accident / Incident reporting

It is **essential** that you report any accidents or incidents on site immediately to the **Person in Charge**, you must also ensure that you report to the **Ganymede office or on-call, if out of hours**. There have been a couple of events recently where we have not been made aware of the incident until the Client has contacted us to request further information.

As your primary sponsor we have to look after your health and wellbeing and it is important we are informed if you have been involved in an accident, incident or near miss which allows us to investigate your involvement and ensure you are treated in line with the fair culture and the Sentinel Scheme Rule requirements. We need to be provided with some basic information at the time of the event – or as soon as possible afterwards. This will also enable us to ensure that the person involved gets the necessary support required.

Mental Health benefits of Spring

The sunny weather is finally here and thanks to the sun's comforting rays, most of us start to feel much more positive and energised. Symptoms of Vitamin D deficiency include aching bones, brain fog and dark moods, being able to be outside for longer means we should get an extra dose of vitamin D.

Spring gives us more time to get outside for walks and to spend more time doing activities and socialising with family and friends. Flowers and plants start to blossom and we can spend time outside, if you have a garden undertaking activities such as weeding can decrease blood pressure, increase brain activity and produce a sense of wellbeing.

Change to the Network Rail Drugs and Alcohol Standard

The Network Rail Drug and Alcohol standard has been updated and was live from March 2023.

There are a few reasons for the change to the standard, one of them being that since 2018 the number of D&A failures within Network Rail and their supply chain have increased. An increased percentage of unannounced random tests are to be undertaken, this means that we will have to undertake tests on 20% of our workforce engaged in safety critical work, work requiring PTS certification or work that is designated as a key safety post. This has increased from 5%, so you will have more chance of being subject to a random test.

Ketamine and Tramadol have been added to the list of substances tested for and Propoxyphene has been removed. Ketamine and Tramadol can have psychoactive effects and have addictive properties. These two substances are trending in misuse.

The collection officer will attend site to complete the testing, a refusal to submit to the drugs and alcohol testing shall be regarded as a positive (fail) result – and will be recorded on the Sentinel database as such. This includes leaving site after being informed a drugs and alcohol test is required. Where the result demonstrates the individual is safe and fit to continue to work – they will return to their duties until the shift ends.

Remember it is a Network Rail Lifesaving Rule to never work or drive while under the influence of drugs or alcohol. A positive D&A test result means you are:

- Subject to disciplinary processes and procedures
- Personal Track Safety (PTS) certificate and permission to work in a safety critical capacity on NR managed infrastructure revoked for five years
- Sentinel card cancelled for five years
- Always abide by the Lifesaving Rules and if you have any questions or have any concerns, please speak up to your Line Manager, there is support available.



SAMARITANS

Take time out

Changing seasons don't always bring the relief we hope for – if this applies to you, we have mental health first aiders available to support you, or the Samaritans are available 24/7 on 116 123.

Fatigue Update



New Network Rail Standard

The new fatigue standard has been in place for a few months now and all genuine exceedances are being risk assessed.

We are keen to record actual hours worked – as this is one of the ways we demonstrate we are helping to manage any potential fatigue issues. Sometimes your Line Manager will ask you to confirm your actual hours – rather than the rostered hours, this will not affect your pay, it is purely for us to evidence you are not exceeding the limits set by Network Rail.

Remember the limits and the addition of the 60-hour trigger. This does not mean that you cannot work more than 60 hours – it just means that your manager **MUST** undertake a risk assessment with you before confirming you can proceed.

**More than 60 hours in
7 rolling days**

**More than 72 hours in
7 rolling days**

**Limit of 14 hours
door to door***

**Shifts not to exceed
12 hours**

**Must not work more than
13 shifts (day or nights) in
14 days**

**Must not have less than
12-hour rest periods
between consecutive shifts**

Ganymede has a series on fatigue on the Safety & Wellbeing Hub, covering areas from indicators of fatigue, the impact on work, the importance of a healthy lifestyle, and much more.

[Click here to be taken to our fatigue series.](#)



Health and Wellbeing

What is Resilience?

Resilience means being able to recover quickly from mental, emotional or physical obstacles. A resilient person sees a setback as not only a normal part of life, but also an opportunity for growth. This means they choose to control their response to what is happening around them instead of trying to control what is happening around them. Resilience looks different to different people depending on their circumstances, their challenges and their mental or physical health. The good news is, resilience isn't something you're born with, it's a mindset that you can develop over time to increase your resilience.

Looking after your wellbeing can help you feel more able to manage stress which in turn will build your resilience. Everyone is different but here are some ideas from the charity Mind that you could try;

- Be kind to yourself – take time for things you enjoy and reward yourself for your achievements, even if they seem small;
- Relax – easier said than done during stressful times but put some time aside to listen to music, draw, practice mindfulness, whatever helps you to relax;
- Interests and hobbies – spend time doing things you enjoy or even try something new, shared interests or hobbies can also help you to meet new people if you're feeling lonely;
- Look after your physical health – small changes can make a big difference, things like getting enough sleep, drinking enough water, eating a balanced diet and doing some physical activity can make stress easier to manage;
- Spend time in nature – if you're thinking about increasing your physical activity, why not get outside and go for a walk in a green space? This will benefit your mental wellbeing by reducing stress and improving your mood.

For additional resources, please click the button to the right.

[Click here to find out more](#)

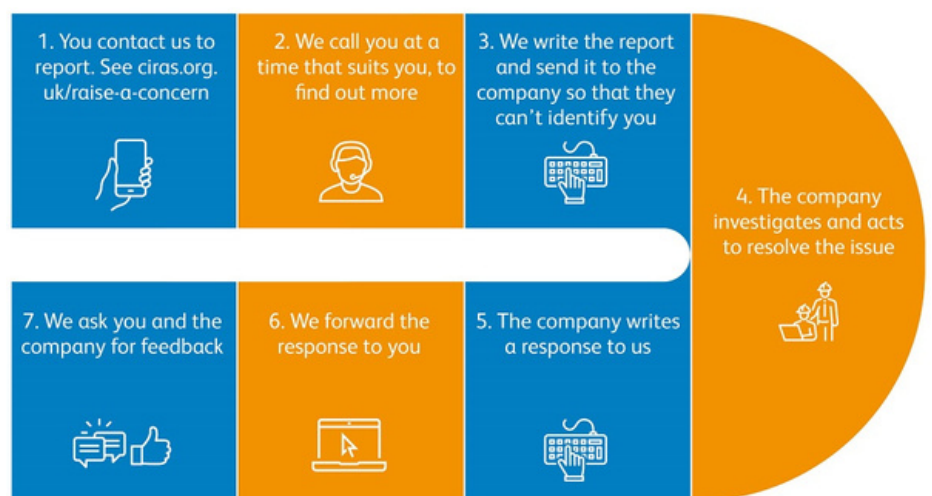
Speaking up for safety - In confidence

Do you have a health, safety or wellbeing concern about your workplace or another work site? If you don't speak up, who will? You might have noticed something others have missed. We all have different life experiences and expertise, and may notice different issues. So it is always worth speaking up. You could prevent a serious incident and help to protect colleagues, visitors and the public.

As well as using the Ganymede safety reporting channels, did you know you can raise your health, safety and wellbeing concerns through CIRAS?

CIRAS provides an independent confidential reporting service that protects your identity so no one knows you spoke up. It raises your concerns with your sponsor company, or any other companies involved, who then respond to CIRAS.

For example if you're concerned about the safety of another work site you've visited. You can see how CIRAS works in the graphic to the right.



Find out more and go to CIRAS' reporting form at ciras.org.uk/raise-a-concern or call CIRAS on 0800 4 101 101

Meet your HSEQ Team



HSEQ

Email: H&S@ganymedesolutions.co.uk | Phone: 0333 011 2048

Gary Lobue - Head of HSEQ

Oversees the HSEQ management of Ganymede's internal and external requirements including the safety, health and wellbeing of our internal staff and external workforce.

Suzanne Thorpe – Safety, Health and Wellbeing Support

Oversees and project manages our safety, health and wellbeing initiatives and also co-ordinates our environmental sustainability requirements

Chris Paddock – Safety and Competence Manager

Oversees the competence of our safety critical workforce, analyses our health & safety performance including close calls and carries out site safety visits to engage with the workforce

GANYMEDE CLOSE CALL SYSTEM

Phone: 01332 861 840

Text: 'Close Call' followed by your close report to 07771346045

Email: closecall@ganymedesolutions.co.uk

Have your say!

If you want to give us any feedback on the Safety First newsletter, scan the QR code on the right or click [here](#). All feedback is recorded anonymously and reviewed regularly by our HSEQ and Marketing teams.

