

Safety First

Welcome to the Winter edition of our newsletter Safety First

As we move towards the end of 2023, we can reflect on another successful year for Ganymede, where we have further expanded our supply across large parts of the UK. I am pleased to report that improvements in safety behaviours alongside the development of competency management has contributed positively to our overall performance. I believe our focus on safety initiatives including our #SpeakUp campaign and Safety Moment events has been widely embraced and positively impacted performance and I hope this will continue into 2024 and beyond.

Winter is here and as temperatures take a tumble, we see the return of freezing conditions including the possibility of snow. As always, the risk factors around driving increase and underfoot conditions can become treacherous. Therefore we all need to take more care and attention as we go about our day-to-day activities, especially commuting and carrying out our duties at work. Inside our newsletter, you will see articles containing valuable information and advice about the seasonal change.

Although our safety performance has been good, I would like to draw your attention to a couple of concerns that have been raised.

Reporting of Accidents and Incidents

It is important that if you are involved in an accident or incident, it must be reported immediately to the PIC on site but also to the Ganymede on-call manager.

Unfortunately, this hasn't always been the case, and this proves difficult for the first stages of any investigation and slows up the process, so please inform us immediately.

Changes to methods of working

This is when the planned method of working changes, due to the planned method not being adequate. Remember any task to be carried out is pre-planned through risk assessment and method statement, so any deviation away from the planned method should be risk assessed accordingly. If you are asked to deviate from the planned method of work, including the use of different tools and equipment, it must be risk assessed. Most importantly, you must be briefed and fully understand the changes, ensuring you are also capable and competent on the different tools you might have to use. We have had some accidents where people have sustained injuries by following a revised method of working. They were trying to help to get the job done, but unfortunately as the method of work had not been clearly thought through these injuries occurred.

If you have any doubt you must speak up and advise the PIC.





Christmas and New Year

I am sure many of you will be working over the festive period, as it is the time of year when we can shut down the railway with absolute possessions and blockades to enable Network Rail to complete planned major projects and renewal works.

As always, take extra care, remember normal train movements are suspended however excessive movements of engineering trains and on-track plant within possession worksites will present a great risk, and your awareness and alertness around movements and exclusion zones are critical.

On this note I hope you enjoy our newsletter and on behalf of Ganymede I would like to wish you and your families a Happy Christmas and hope to see you all at our next Safety Moments planned for the New Year.



Gary Lobue
Head of HSEQ
0782 796 2485
gary.lobue@ganymedesolutions.co.uk

Winter Working

Moving into the winter season the weather can have an impact on how we do our work, how easy it is to get to and from work as well as our general health and wellbeing. Consider these tips to help you stay safe and well;

- Make sure you are dressed for the weather, warm clothing and appropriate PPE Please speak to your local office if you have any PPE requirements.
- You should have access to welfare facilities, and make sure you can get a warm drink or soup during your breaks to keep you warm. Breaks may need to be more frequent, speak to the person in charge about this.
- Underfoot conditions change and can be slippery due to leaves or ice, take extra care and make sure you report unsafe underfoot conditions. Remember - take extra time, especially if you are in an area that is not well lit.
- Dark nights and mornings – think about your personal security and the routes you take to and from work.
- When leaving to drive to work allow extra time to make sure your windscreen and windows are all clear. Make sure you undertake the required checks on your vehicle before leaving and make sure you have adequate provisions in case you get stuck. Road conditions can be poor, roads may be congested, or vehicles may become stranded in more extreme conditions. Adjust your driving and braking to suit the weather and road conditions.
- In the event of an emergency or incident make sure you report to your Manager (when it is safe to do so).





Lessons Learnt



Protection placed and confirmation

We are having an ongoing issue with people placing protection and earthing straps on the wrong lines or at the wrong limits etc, and the underlying cause is mainly around area familiarisation and disorientation when accessing the track and proceeding to the protection point. It is also disappointing that individuals are accepting their safe work packs and not questioning the person giving instructions regarding their uncertainty around the placing of protection, and in some cases not confirming that the protection has been placed in the correct location.

Lesson Learnt

You must apply the necessary protection on the right line and at the correct location, therefore you must be familiar with the area and ensure you come to an understanding with the Person in Charge that you are at the correct location to place protection and confirm this has been carried out. If in any doubt you must #SpeakUp to the person in charge for clarification.

Completion of documentation when working alone

We have had two incidents where people carrying out duties alone such as Level Crossing Attendant have not completed their Safe Work Packs in readiness for starting their shifts. On both occasions the individuals had signed into the ES possession worksite and had arranged for the level crossing to be put on local control and therefore the planned SSOW had been implemented. The individuals were not at any risk of being unsafe however, it was highlighted by a Network Rail Safety Coach, who was carrying out a site inspection, and was raised as an irregularity of the NR/L2/OHS/019 Safety of people at work on or near the line process.

Lesson Learnt

Although you are working alone and not in charge of a group you must complete the mandatory elements of the relevant documents relating to your duties as this is an assurance that you fully understand your safe system of work.

Threats and Intimidation from Members of Public

We have had a couple of incidents recently regarding threats of violence from members of the public gaining access to our vehicles while the driver and the members of the team were waiting to start work. These events happened in proximity and within the authorised access point for the site of work. On both occasions, no Ganymede operative was assaulted but it was a frightening experience, and the British Transport Police were informed. It was highlighted that the vehicles were unlocked which allowed the unauthorised access.

Lesson Learnt

Following these distressing events, we would like everyone to follow the below process:

- Be vigilant – establish boundaries, observe your environment, be aware of people around you, and trust your intuition.
- Be extra cautious in isolated spots as they can be a higher risk target.
- Ensure access gates are locked and secure and ensure you keep your vehicle doors locked.
- If not within a Network Rail authorised access point, try and park in well-lit areas or drive back to the nearest Network Rail depot.

If you have any concerns or issues, please contact the Network Rail/Client PIC, Ganymede On Call and, if necessary, the British Transport Police.

Spotlight on Safety



Railway Security Alert

We have received a number of security alerts from the British Transport Police and we would like to share the following alert around the use of stolen PPE to gain access to the infrastructure to commit theft.

UK examples of stolen PPE being used:

27 March 2023

Full set of PPE stolen from rear of contractors vehicle and used to access restricted areas.

27 February 2023

People attended a site wearing plain orange high vis clothing in an unmarked vehicle. Attempted to steal scrap metal until challenged by staff.

24 February 2023

Suspicious male wearing high vis clothing found in construction site with no I.D.

7 February 2023

Three people seen on railway wearing railway PPE; when challenged found to be in possession of a Sentinel card with no details when scanned. Thought to be trying to commit cable theft.

Recommendations to all track workers from the BTP

- Check PPE meets mandatory requirements when persons sign into a work site. Access is refused if PPE does not meet these requirements.
- Regular Toolbox sessions to include security of PPE.
- Don't leave PPE unattended.
- Don't leave PPE in vehicles where it can be seen – always secure in boots or rear of vans.
- Persons will also use stolen keys and letter headed paperwork to look official if challenged – keep all corporate items secure.
- Ensure Drying Rooms are secure and individual lockers are always locked.
- Never assume someone is authorised because they are wearing PPE – request I.D. and reason for being at that location.
- Always ensure PPE is returned by persons leaving your employment and old or damaged PPE is disposed of via the correct channels.
- Train and Freight Operating Companies:
 - Include train crew briefings with PPE requirements.
 - Report all suspicious line side incidents where persons don't have correct PPE – Does the PPE display the sponsor's name?

Always report theft of PPE to Ganymede immediately and advise British Transport Police of the circumstances.

Report thefts and suspicious activity immediately to BTP

Telephone: 0800 405 040 / Text: 61016 / E-mail: first_contact@btp.police.uk

Always dial 999 in an emergency









Spotlight on Safety

Driving in Winter

Driving in winter is always going to be more challenging than throughout the rest of the year, we will always experience longer hours of darkness, poorer visibility, and uncertain road conditions. As such, we should all try to reduce the risk we pose to our passengers and other road users. There are lots of things we can do to reduce the risk, very simple things like the early use of indicators when manoeuvring, keeping lights and windows clean can make a massive difference to your ability to see and be seen. However, the single biggest thing any of us can do to keep other road users safe is to slow down.

It is extremely important for you to know the legal speed limits for your vehicle and to understand that they detail the maximum speed you should travel when the conditions are good. In winter, the Police will expect us all to adjust our speeds based on the weather conditions and they are entitled to prosecute drivers for dangerous driving even if they are below the usual speed limit for the road. According to The Royal Society for the Prevention of Accidents, around two thirds of crashes in which people are killed or injured occur on roads with a speed limit of 30mph or less and even in good conditions, the difference in stopping distance between 30mph and 35mph is an extra 2 car lengths.

Van drivers have to be even more cautious due to the increased risk their vehicles present and must be even more aware of the different speed limits they have to governed by. All of the vans provided by Ganymede solutions, from the small 2 seat vans to the big Mercedes Sprinters, are classed as Goods Vehicles (not more than 7.5 tonnes) and are governed by the following speed limits.

BUILT-UP AREAS	SINGLE CARRIAGEWAYS	DUAL CARRIAGEWAYS	MOTORWAYS
			
MPH	MPH	MPH	MPH
			

As a reminder about the penalties for being caught speeding in a commercial vehicle, they can be very different to those issued when driving a car. Guidelines introduced in 2017 mean speeding penalties are now judged based on the amount you exceed the speed limit by and the potential risk you presented to other road users. Speeding in a van is automatically classed as being more dangerous than in a car because of its size and weight. This is reflected in the penalties van drivers receive which are split in to three different bands.

- For the offences deemed least serious, classed as Band A, you would receive the usual 3 points on your licence, but the fine can be set to anywhere between 25-75% of your weekly wage.
- For Band B offences, you will receive up to 6 penalty points OR a driving ban up to 28 days and a fine anywhere between 75-125% of your weekly wage
- For the most serious Band C offences, you will receive up to 6 penalty points OR a driving ban up to 56 days and a fine anywhere between 125-175% of your weekly wage

Spotlight on Safety / Close Calls

Good practice

Ganymede received good practice feedback from TRU East Alliance about Adam Thompson who was carrying out Machine Controller Duties for Volker Rail on a project. Adam was praised for the delivery of a concise COSS briefing at the start of his shift and for being very diligent in the control of the MEWP and operator carrying out electrification works on site. It is always satisfying when we receive good feedback from our workforce, and we like to acknowledge this with the individual involved. Well done, Adam!

Close Calls

Well done to Jason from our Abercynon Office – Jason was carrying out Machine Controller duties for Quattro on behalf of Balfour Beatty on a site at Ynyswen Station in Wales and it was on this site that Jason identified three locations where the boundary fence had been cut to make temporary access for the works. All three locations were situated in residential areas, they were near two primary schools and were left unsecured. Jason reported this to various operational contacts but secured all three locations with zip ties as a temporary measure to stop any unauthorised access from members of the public. Jason's actions certainly helped prevent any trespassing onto the infrastructure especially children who would have been exposed to danger and a risk to their lives.

Well done to Dean Frost from our Ashford Office – Dean was carrying out ES duties and overseeing the isolation and strapping of the conductor rail in his worksite. The strapping person carrying out his duties informed Dean that the possession limit boards were actually in his worksite. Dean challenged the PICOP who then asked Dean to change and amend the B2 by hand, due to the error.

Dean voiced his concern about altering a controlled document, which proved to be the correct decision as when it was issued later it was incorrect again and again it had to be re-issued. Dean was put in a precarious position by the PICOP and ODM with also the threat of the job being cancelled, but he stood his ground and ensured the correct process was followed but importantly the possession limit board was in the correct place ensuring the correct distance from his worksite was achieved.

Living the Values

Ganymede would like to congratulate John Black for receiving excellent feedback from Steven Pirie, Senior Asset Engineer at NetworkRail. John has demonstrated our commitment to delivering excellence by going above and beyond while working on the track in the recent challenging weather conditions in Scotland.

Steven went onto comment "We would like to show our appreciation to John for his quick response, in assisting our Geotechnical team, dealing with access to assess numerous landslips this weekend. He has arranged several fault packs/line blockages/RETB bookings to help us assess sites, remove cautions and get appropriate ESR's in place. John has responded to these emergency requests with urgency, often having to liaise with other parties in NR to ensure we gain access. This has put us in a good position in terms of asset recovery. Without John's help the ESR's we currently have in place would undoubtedly be in place for longer than they will be."



Matt Summat and Adam Thompson



Jason Crew



Dean Frost and Chris Paddock

Health and Wellbeing



Seasonal affective disorder

Now we are at autumn / winter, it can be quite normal for us to feel a little blue at the lack of sun and daylight. However, for some people it can be more than feeling a little down, it can be Seasonal Affective Disorder (SAD), which is a type of depression experienced during particular seasons or times of year.

The symptoms of SAD can include;

- Lack of energy.
- Difficulty concentrating.
- Not wanting to see people.
- Feeling sad, low, tearful, guilty or hopeless.
- Feeling anxious, angry and agitated.
- Being more prone to physical health problems, such as colds, infections or other illnesses.
- Sleeping too much – or difficulty waking up.
- Sleeping too little – or waking up a lot.
- Changes in your appetite.

If you recognise some of these symptoms in yourself, think about taking some positive steps:

- Talk to someone: a family member, a colleague, make an appointment to speak to your GP or call the Samaritans on 116 123 (Welsh language line 0300 123 3011).
- Learn ways to relax: try to manage stress, learn some relaxation techniques and spend time in nature.
- Look after your physical health: think about your diet, try to do some physical activity, get help with sleep problems, try to avoid drugs and alcohol.

If you're struggling, there are resources available to help you



[samaritans.org](https://www.samaritans.org) | 116 123 | jo@samaritans.org

Whatever you're going through, call Samaritans free any time, from any phone.



[mind.org.uk](https://www.mind.org.uk) | 020 8519 2122 | supporterservices@mind.org.uk

Providing advice and support to empower anyone experiencing a mental health problem.



[thecalmzone.net](https://www.thecalmzone.net) | 0800 58 58 58 (national)

Preventing male suicide, the single biggest killer of men under the age of 45 in the UK.



[anxietyuk.org.uk](https://www.anxietyuk.org.uk) | 08444 775774 | support@anxiety.org.uk

Offers services delivered by those with personal experience of anxiety, stress and depression.



[relate.org.uk](https://www.relate.org.uk) | 0300 100 1234 | relate.enquiries@relate.org.uk

Provider of relationship support, helping over a million people to strengthen their relationships.

Mental Health Network

Ganymede has recently delivered further Mental Health First Aider training to staff from across the business. The training was well received and got excellent from everyone that attended. Once people have had the training, they join our Mental Health First Aider Support Network, which meets quarterly to discuss topics and provide advice and support to each other.

Mental Health First Aiders aren't counsellors, and they can't solve everyone's problems for them, but they are here to listen, let you know that you aren't alone, and to try and help signpost you to the most appropriate support network. If you want to contact one of our Mental Health First Aiders, details of some are on the Health and Safety Hub under Mental Health, which can be accessed through our new App. Details of other useful organisations are also available there



Mental Health Team Meeting, December 2023

Oban Elliott – From on track to the Octagon

Ganymede would like to welcome Ganymede operative Elliott Oban back from the Octagon to the track as he gets to grips with being awarded a contract by Dana White to fight in the UFC.

Oban won his fight against his Brazilian opponent in 'Dana White's Contender Series' in Las Vegas to secure a deal to compete in the UFC. Ganymede offered Elliott a sponsorship before the series so they could help him pursue what could be a future career for the Young Welshman.

It's an amazing achievement by Elliott, down to his amazing hard work and determination. We look forward to following his career and wish him the very best of luck.




The new Ganymede App


You should have all heard from your local offices that we have now introduced a new app to make it easy for you to raise close calls and log your unavailability for shifts, Safety Champions will be able to use it to log safety conversations and there will be more added over the next few months.

If you haven't already downloaded it, please follow the instructions below, it's very simple to use and will save you time when booking leave logging unavailability or reporting a close call.

DOWNLOAD IN 3 EASY STEPS

- 1** Click the link below or scan the QR code on your smart phone (compatible with all major devices).
- 2** You will receive a prompt to add the app to your home screen. If not, please follow the relevant instructions below.

On Apple devices, just tap the  icon and click "Add to home screen".

On Android devices, just tap the  icon and click "Add to phone".

- 3** Use the app to raise Close Calls, book time off, log Safety Conversations and more!

[Click here to download the Ganymede app](#)

SCAN
ME



If you experience any issues with accessing the Ganymede app, please contact your local office or email info@ganymedesolutions.co.uk.



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

**To report a close call please head to our Ganymede app.
For instructions on how to download the app please go to page 10.**

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.

