

# SafetyINRail

Issue 37

Newsletter

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# McGINLEY



SUPPORT SERVICES

[www.mcginley.co.uk](http://www.mcginley.co.uk)

# Close Calls

## New Close Call Cards

Recently we had a review of our close call cards and decided a smaller, more compact card would be better. These can be carried easily and therefore the workforce would be more likely to use them. We need to do all we can to explain to our workforce that the reporting of close calls is paramount.

**John Jebson, Head of Safety**



## You Said, We Did

ISSUE	METHOD OF REPORT	CLIENT RESPONSE	McGINLEY RESPONSE
Large quantity of detonators with broken arms	Safety committee	Equipment must be fit for purpose	Deta clip trial completed. Issue to teams beginning May 2013
PPE – client method statement requires un keying with hammers. Operatives would like better eye protection	Worker Forum	Client stated method acceptable but agreed to additional measures	UVEX safety goggles supplied to operatives. Reminder to client to ensure where possible to use alternative method of work
PPE – men cleaning high output trains were continually dirty with dust and liquids	Reported by RMT rep on site to McGinley Safety	Client suggested joint visit to establish facts and implement additional controls	Joint visit with client
Staff carrying blocking and strapping duties often with their own kit	Client safety to McGinley Safety and Primat (Amec) Safety	Request for an asset register and formal procedures and process for issue, control and inspection	McGinley and Primat (Amec) collaborated to produce common paperwork, asset register and process
Operatives being asked to move 60ft rails by hand	Call to confidential safety line	Reported to client Safety	Thank the operative and remind all about the Work Safe procedure
Catch pit lids not in place – Multiple locations	Close calls to McGinley Safety	Reported to the maintainer	Acknowledge and thank all for reports
Access points / gates unlocked when work in progress– multiple locations. large amounts of un banded sleepers and rail	Close calls to McGinley Safety. Reports of open gates and or missing locks	Reported to the clients	Brief to all on the requirements when opening / closing access gates. Brief on general housekeeping
SSOW packs being issued late	Close calls to McGinley Safety	Liaise with client to ensure compliance	Liaise with client and internal to ensure packs are issued as per 019
Client log questioned suitability of operatives	McGinley On call informed and monitored	Client on site supervision reminded to follow method statement	Issue resolved with thanks to operatives from the client for raising on site problems
Temporary suspension of competencies due to med screen post incident. Perception that only contractors are screened	Worker Safety Forum	Until the fault is established "For Cause" will take place. All parties involved should be treated the same	Request to Tier 1 and NWR that a representative of the IP must sit on all panels to establish the facts. Request that Fair culture is not just done but seen to be done
Welder injured when flame cutting rail held by RRV sprung back	Accident investigation	Recorded by the client and methodology amended	Investigated by McGinley Safety with recommendations to the client
Crane Controller stated Dect Comm Duplex kit not working	CC reported to McGinley by Close Call	Kit was set up incorrectly by CC	Additional training organised by High Motive on set up and use of kit
Vibration equipment in use HAV	Worker Forum	Hav Meter system implemented with daily exposure levels set and recorded. Results issued to McGinley Compliance	McGinley Safety thanks to the client and promoting similar to other clients



## Staff Availability

The requirements of our customers are forever moving – it is therefore important to us to maintain a flexible workforce and ensure we have suitably qualified individuals available for placement on a temporary, contract or permanent basis.

**Those available for deployment within the next month are as follows:**

Total trackworkers: **3120**

Total safety critical workers: **1005**

**Assessments and training courses undertaken in the last 3 months:**

Training courses run: **83**

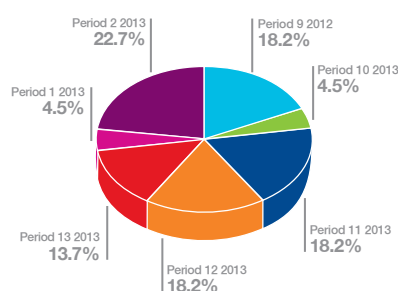
Number of workers attended: **517**

Internal assessments completed: **128**

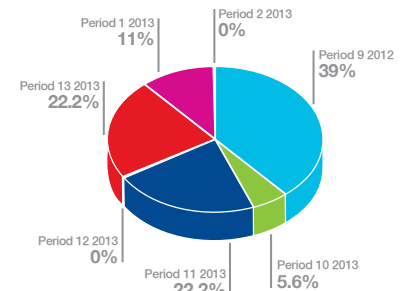
## Accident & Incident Analysis

MONTH	TOTAL ACCIDENTS ACCIDENT CATEGORY	RIDDOR YES/NO
<b>Period 9 2012</b>	<b>Total Accidents in month: 4</b> Wrong equipment IP error Slip trip Other	 N N N N
<b>Period 10 2013</b>	<b>Total Accidents in month: 1</b> Wrong equipment	 N
<b>Period 11 2013</b>	<b>Total Accidents in month: 4</b> Housekeeping Housekeeping Wrong equipment Work practice	 N N N Y
<b>Period 12 2013</b>	<b>Total Accidents in month: 4</b> IP error 2 Slip Trips Non work related	 N N N
<b>Period 13 2013</b>	<b>Total Accidents in month: 3</b> Equipment failure Damaged defective infrastructure Manual handling IP error	 N N N
<b>Period 1 2013</b>	<b>Total Accidents in month: 1</b> IP error	 N
<b>Period 2 2013</b>	<b>Total Accidents in month: 5</b> Method of work Slip trip Manual handling IP error Manual handling method of work IP error	 N N N N N
	<b>Total Incidents in month: 0</b>	

**ACCIDENTS 2012/13 PERIODS 9-2**



**INCIDENTS 2012/13 PERIODS 9-2**





# Editorial Comment



McGinley Support Services are fully committed to the principles of the Life Saving Rules. We have re branded them as the McGinley Life Saving Rules and have briefed these to all operatives in a variety of ways. What is clear is that this will not be a one off brief but a series

of continual reminders and initiatives to fully embed these with the organisation. McGinley have signed up to the RMT NWR campaign and will take part in all events and briefings to promote this culture and behavioural change.

However for justice and fair culture to work, we must have complete trust of the operative that all parties will be treated the same. In essence justice must be done but also must be seen to be done.

I would like to request that all accident / incident

investigations must include a representative of the tier 1 or client but also the supplying company. I would also like to request that at the point of incident if a "for cause screen" is required then all parties are screened or a valid reason for exclusion of involved parties is given at that time.

The perception of them and us must give way to working together for a common goal.

**J.Jebson**  
Head of Safety



*“justice must be done but also must be seen to be done”*

## Opinion

### Sentinel 2 brings opportunity to drive out duplication of costs

Based on our understanding of Sentinel 2 and the new primary/secondary sponsorship roles McGinley thinks that this could help reduce costs for the sector by a significant factor. The cost of workers' safety, compliance, training and welfare has become an expensive business which has increased dramatically with the practice of numerous organisations paying for the maintenance of multiple sponsorships. There is clearly

duplication of cost built in to the current model and we think that the industry could be paying out over £200m and anything up to £300m per annum in related costs through the entire supply chain. We don't see why, with the reduction in sponsorships and the reorganisation of responsibilities, Sentinel 2 can't help drive out up to £100m of duplicated costs. **For more information on how Sentinel 2 will affect you see page 16.**



ameyCOLAS

**NO HOODIES**



**ARE TO BE WORN**  
**YOU WILL BE TOLD TO**  
**TAKE THEM OFF OR**  
**LEAVE SITE**



# Principles of a Fair Culture



**Network Rail and the RMT are committed to making sure everyone goes home safe, every day. To help make this possible, we have jointly agreed to the following principles of a fair culture.**

## Behaviours

- It will be clear to everyone, through the Lifesaving Rules, what behaviours are expected of them at work
- We aim for a fair culture where we can have honest and open discussions about safety
- Reporting will be encouraged, valued and listened to
- Anyone who reports a near miss, unsafe behaviour, unsafe condition or unsafe asset should be able to do so in a blame-free environment and will be supported by the company
- Failure to report an incident, near miss, unsafe behaviour, unsafe condition or unsafe asset is unacceptable

## Consequences

- There will be consistent messages, processes and agreed consequences applied to any breach of a Lifesaving Rule
- All potential breaches of a Lifesaving Rule will be properly investigated in a fair and transparent manner with RMT involvement
- Where outcomes from an investigation determine further action is required then they shall be subject to a separate process
- No action against workers will be taken without recourse to a fair and transparent process
- Disciplinary action or sanctions against a worker shall as a minimum include an investigation, a hearing and, where necessary, an appeal with the right to RMT representation for its members at the hearing and appeal, and observation at the investigation

**Both Network Rail and the RMT are committed to ensuring Everyone goes home safe, every day.**

**Sir David Higgins**  
Chief Executive  
Network Rail

January 2013

**Bob Crow**  
General Secretary  
National Union of Rail,  
Maritime and Transport Workers

January 2013

**John Jebson**  
Head of Safety  
McGinley Support Services



## Let's Work Together



John Jebson, Head of Safety

The right information in the right place can save lives. So doesn't it make sense for major players in the rail industry to talk to one another on a regular basis?

That's the thinking behind the formation of the Track Safety Alliance. A ground-breaking development, it's been established to facilitate dialogue between Network Rail and principal suppliers on all issues involving track.

### Best practice

The first practical outcome was a Safety & Compliance Workshop held on June 14 at Westwood, Network Rail's state-of-the-art training centre. Organised and funded by the TSA with McGinley hosting, presenting and sponsoring the key speaker, it was a unique opportunity for safety and compliance professionals to collaborate and bring together examples of best practice.

### Challenge

After an introduction to the Workshop by John Jebson, Malcolm Thomson of Network Rail reminded everyone that the challenge we face is getting everyone home safe every day. The issues to be dealt with are real, not theoretical. The fact is that people working on the tracks have been killed and seriously injured. And the point of events like this one is to ensure that the number of such incidents is minimised.

### Success

Involving talks from a wide range of speakers on an equally wide range of topics, the day was rated a huge success. And as an event facilitated by Network Rail, driven by McGinley and supported by everyone taking part, it was a perfect example of how much can be achieved when we all work together.

## Here's what some of those attending had to say:

*"One of the best presentations I've been to. The environment is fantastic. The speeches have been brilliant, with some great opportunities for interaction."*

Pat McCarthy, NRL

*"A great chance to share views with like-minded people"*

Mike Penfold, SRS Rail Systems Ltd

*"A brilliant day...very interactive. Everyone here actually wants to be here – and it shows."*

Gemma Palmer Greenwood, McGinley

*"Really useful...We all face the same problems and this is a chance to establish a consistent message throughout the industry."*

Graham King, Balfour Beatty



*"A lot of people here are competitors, but everyone's saying 'When it comes to safety, let's share everything'. It's an absolutely brilliant idea. That's what I've really liked about today."*

Tony Solomon, UVEX UK

*"I found the workshop extremely useful. It gives me, as a principal contractor, an understanding of the common issues and risks involved in actually doing the work safely on our behalf. And it's also a really useful way to network."*

*"There are a lot of common problems you cannot solve in isolation. Working together will assist us to understand the nature of the problems we're facing and to unite around solutions."*

Arlette Anderson, Balfour Beatty



## Life Saving Rules



Mark Wright's lively Life Saving Rules presentation

Mark Wright's presentation on the Life Saving Rules got things off to a lively start. The key was interactivity. After passing out voting buzzers, Mark (from Amey Colas) quizzed everyone on these crucial guidelines.

How many Rules are there? What are they for? And what exactly do they say?

Some of the results were fairly predictable, others a little more surprising. As Mark himself said "I'm learning stuff here today...I hope everybody else is".



Mark's face tells the story of how much work needs to be done on the life saving rules

## Industry Solutions

The theme of the event was collaboration and to aid this and the solving of common problems key suppliers were invited. Each supplier was challenged by John Jebson to provide a solution to an industry problem.

First up was Tony Solomon and Nigel Day of **UVEX** who were tasked with providing an off the shelf prescription safety spectacle service that was easy to use, cost efficient and useable by all. **UVEX** were also asked to look at the whole life cost of PPE with a view to explaining to purchasing managers that cheapest is not always the best in the long run.



Nigel Day, UVEX



UVEX safety equipment



Kamal Basra from Bodyguard



Bodyguard examples

One of the industries most difficult issues is how do we embed the Life Saving Rules into everyday life. This was the challenge John gave to **Bodyguard** the PPE manufacturer. Kamal of Bodyguard brought examples and displays of the LSR printed onto gloves, Hi Vis and other PPE. Bodyguard also demonstrated their new range made from recycled plastics reverse engineered into usable fabric. Environmental and sustainable meets cutting edge technology.

**Detaclip** already provide a solution to a 100 year old problem with detonators. Too often the lead arms break long before the expiry date on the detonator. John Johnson of Deta Clip LTD have developed the clip which is available now and has full NWR product approval.



Detonator clips from Detaclip

All responsible companies are looking to the future workforce. New entrants and apprentices are needed now more than ever. **Amber Train** offered their training programmes to any suppliers who did not have their own in house programme.



AmberTrain training programmes

## Jason Anker

On a cold winter's afternoon 20 years ago, Jason Anker climbed an unsecured ladder to investigate a leaky roof. He had doubts about the safety of what he was doing, but felt reluctant to make a fuss about it to his boss. The ladder slipped, Jason fell 10 feet to the ground and was paralysed from the waist down.

### Impact

Jason's account to the Workshop of how that changed his life forever was a stark reminder of how widespread the impact of an accident can be. You could hear a pin drop as he described a chain of consequences that included excessive drinking, drugs, the loss of his home and the breakdown of his marriage. And he didn't hesitate to describe the impact of serious spinal injury on his personal and sex life either.

### Speak up

In a tremendously powerful presentation, Jason described how much he regrets not voicing his concerns on that afternoon about what he was

being asked to do.

"I didn't think it would happen to me. I said nothing. If I had, I wouldn't have spent every day since in a wheelchair... You must speak up."

After many years of litigation, Jason finally received a financial settlement. But he says nothing could ever be worth the trauma caused by his accident. Today he actively crusades for safety to be taken seriously, promoting a 'Proud2B Safe' campaign and giving talks to groups like the TSA.

### Generous gesture

Jason's appearance at the Workshop was sponsored by McGinley. However, he was so impressed by the commitment of everyone concerned with the event that he requested the fee be given to one of his nominated charities. It was a remarkably generous gesture from an equally remarkable man.

Jason's chosen charity is the British Disabled Water Ski and Wakeboard association

Any donation made is to

**BDWWA, British Disabled Waterski and Wakeboard Association**  
**4 Firs Court Gardens,**  
**Doncaster Road,**  
**Whitley, Yorkshire,**  
**DN14 0HZ.**

*Regards, Jason*  
*on behalf of*  
*JasonAnkerLive Ltd.*

**www.jasonankerlive.co.uk**  
**07947218263**



McGinley support Services will make a donation equivalent to Jason's fee on his behalf and would like to urge all others at the event to thank Jason for his work with a donation.



Jason Anker tells his story

### JASON'S STORY

Jason Anker is one of the most powerful safety speakers working today and to back up his face-to-face work he has produced two DVDs that explore the wider aspects of his experience. At the tender age of 24, married with two children (Abbi, 3, and Sam just a few months old) Jason fell just 10 feet from a ladder and has been in a wheelchair, unable to walk and doubly incontinent, ever since. That's part of the power of his story – climbing a ladder to access a roof is a fairly run-of-the-mill thing to do – an accident like Jason's could happen to anyone who isn't 100% focussed on safety. Jason is an everyman; in his words he's a 'normal guy' – just a really unlucky one. Jason wouldn't really put his accident down to luck though as he knew something was wrong and had a gut feeling he shouldn't have climbed an unsecured ladder but he did it anyway. We all ignore those instincts from time to time.

Jason Anker: A Fall From Height tells the whole story – from the circumstance that led to the accident, through the diagnosis that Jason would never walk again to the really grim realities of life with a spinal injury. We see Jason delivering his talk. We hear his parents and sister expressing their grief and devastation while his consultant, Martin McLelland, discusses the broader issues of injury, rehabilitation, psychological problems, that affect spinal injury patients.

After three years of talking to live

audiences Jason has launched a new initiative called Proud 2b Safe that he hopes will lead to a transformation in attitudes to safety. He wants individual people to sign up themselves to be Proud 2b Safe so that people's views on personal responsibility for safety are changed one person at a time through real commitment, and, as Jason says, 'from the heart'.

To emphasise exactly why this is so important Jason's new DVD looks more deeply at the impact on family and friends of this kind of accident.

Jason's children Abbi and Sam, now young adults, talk about their Dad and how proud they are of him but also how sad they are. Two of Jason's old friends talk about the impact on them – how one of them had Jason's football boots in his kit bag for years before he could bring himself to throw them away. This will bring home to anyone who may think that it won't happen to them, that it could and it might.

Outtakes Ltd, the producers of both films would like to offer readers of *Safety in Rail* a special discounted rate for buying both films. **Jason Anker: a fall from height** costs £200 +VAT the new film **Jason Anker: Proud 2b Safe** £225 +VAT. Quote reference *JARailway* to get a 10% discount on either film or 20% if you buy both together.

Call **0208 293 9888**, email **info@outtakes.co.uk** to preview or buy.



## A Lesson Learnt

**There was an excellent example of sharing the pain of lessons learnt. The message was clear. What have you done to prevent something similar in your organisations?**

Andy Pendlebury, CEO of RTC and MD of Ganymede Solutions Limited, kicked off his talk with a few background details. The company has worked with Network Rail since 1997. Over the past four years it has contributed up to 970,000 hours, during which time it has experienced two RIDDOR accidents and one serious RTA.

Credentials established, Andy then moved on to give a detailed picture of an incident in October 2012 when a Ganymede Solutions vehicle was involved in a serious RTA.



Andy Pendlebury, Ganymede Solutions

### Small things add up

As often happens, the crash was the end result of a series of small things going wrong. A key one being that the nominated driver disregarded the agreed company procedure by allowing an unapproved colleague to drive in his place.

Sadly this colleague fell asleep at the wheel and the vehicle smashed into an oil tanker and crashed into the motorway safety barrier seriously injuring the two individuals. Subsequently, it emerged that the driver had never held a full license and failed to declare this to the nominated driver.

### Courage

In the wake of the accident, Ganymede management decided that it had to take decisive action to ensure such a thing couldn't happen again. It conceded that their information on the employee concerned was incomplete. Admitting

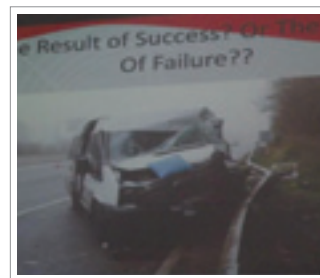
that they had got it wrong took courage. But from there, they could move on to collaborate with other suppliers to change the operating culture, tighten up gaps in their systems and make safety a priority.

### Big changes

At the same time, they implemented a whole series of procedural changes, including creation of an authorised driver list, compulsory briefings for all drivers and passengers using GSL vehicles and introduction of company speeding rules, plus 'How am I Driving?' stickers for every vehicle and key rings reiterating what is expected of them for all drivers.

Ganymede is serious about safety – and already has plans in the pipeline for a brand new initiative called 'TRI - Think, Report, Improve'. Watch this space for details.

But the key lesson to be learned is already clear. Take action now to avoid having to learn from a



disastrous event.

And the best way to do that is by collaborating, exchanging information and sharing examples of best practice.

The event was brought to a close with a commitment from all that they can and will share all the information that was presented in a format that can be used by others. The aim is to raise the bar for all.

A worker engagement is also planned for 150 – 200 front line staff on the 26th June at Westwood followed by regular meetings of like minded safety professionals.

### Close Call Reporting

John Jebson led a discussion about close collaboration between companies on the same work sites and the need to encourage more close calls.

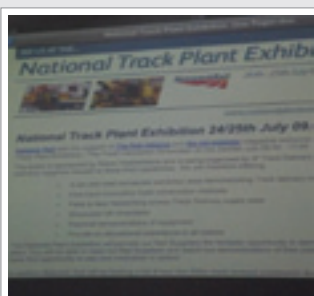


John Jebson with Uma Schenker

**Another example that by taking part and being involved leads to future opportunities.**

### Extending Future Invites

Uma Schenker NWR dropped in to invite the attendees to the National plant exhibition in July.



### A Commitment to Safety

Brian Jebson (yes, he is related to John!) from SkyBlue spoke of concerns about levels of competency in some of the workers that contractors are supplying to Network Rail. A lack of commitment to their training can result in a potentially disastrous lack of commitment to safety and reporting of close calls.

### Appraisals

Brian explained that SkyBlue are countering this by putting together comprehensive development plans for all safety-critical staff. Each individual is appraised and action taken to remedy any weaknesses. Project teams within the client company are then encouraged to give regular feedback on performance.



Brian Jebson from SkyBlue

### Future development

But it doesn't end there. SkyBlue will also be providing future development programmes for those workers, continuing to develop their safety awareness. And the company will go on to encourage these same people to join them as permanent, directly-employed staff.

## Talking about Rail Safety...

Should you wish to talk to someone regarding Rail Safety please feel free to contact any of the registered delegates below.

Pamela Griffiths	NR	Martin Blackburn	Bodyguard Workwear Ltd
Malcolm Thomson	NR	Tom Lyons	High Motive Limited (DECT COMM Radios – Managed Service)
John Jebson	McGinley	Richard Toy	Infra Safety Services Labour Ltd
Arlette Anderson	Balfour Beatty	Stuart Amphlett	Infra Safety Services Labour Ltd
Mark Wright	AmeyColas	Nicki Sunderland	Infra Safety Services Labour Ltd
Tonie Davey	NR	Tony Solomon	UVEX
Graham Pirson	Quattro Plant	Dave Mawson	TESS 2000
Mark Farnsworth	Torrent Trackside	John Jennings	DetaClip
Graham Fry	AmeyColas	John Moorhouse	Torrent Trackside
Brian Jebson	Sky Blue	Gemma Palmer Greenwood	McGinley
Mel Wilson	Ganymede Solutions Ltd	Paul Fleming	Orion Group
Chris Lansom	Primat	Ondrej Roubicek	Colas Rail
Paul Cook	SWGR	Peter Thompson	Auctus Management Group Ltd
Keith Llyall	SWGR	Jason Anker	Speaker
Andy Fraser	TESS 2000	Alistair Boyle	NR
Gareth Morris	Morson	Kevin Bradley	Keltbray Rail
Mike Penfold	SRS Rail System Limited	Paul Murphy	Keltbray Rail
Paul Price	Aplant	Lucina Wilde	Photographer
Keith Blowes	Lionverge Civils Limited	John Flynn	Copywriter
Richard Romaszko	TXM Plant	Mark Hoare	McGinley
Stuart Salt	NRL Limited	Martin Shovlin	Shovlin Plant Hire Ltd.
Pat McCarthy	NRL Limited	Elizabeth Gray	McGinley
John O'Boyle	OSL Rail limited	Graham King	Balfour Beatty
Stephen Milroy	OSL Rail limited	Andy Pendlebury	RTC Group
Andrew Bushell	OSL Rail limited	Caroline Meek	NDS -NR
Kevin Ormsby	OSL Rail limited	Daniel Kellett	Ganymede Solutions Ltd
Saeed Mohammed	OSL Rail limited	Adrian Fricker	NR
Les May	TICS Testing Installation Correlation Services (Global) Ltd	Andrew Selwyn	McGinley
Karl Jones	TICS Testing Installation Correlation Services (Global) Ltd	Stuart Fraser	Ganymede Solutions Ltd
Ben Kershaw	Vital Rail Ltd (Blue Collar)	Dan Kellett	Ganymede Solutions Ltd
Mark Bayes	Cleshar	Andy Crago	TXM Plant
Chris Lansom	Primat	Malcolm McPhail	Carillion plc
Paul Ledingham	Primat	Peter Thomson	Rail Safety Solutions
Simon Henser	MPI Ltd	Andy Pendlebury	Ganymede Solutions Ltd
Kamal K. Basra	Bodyguard Workwear Ltd	Phil Summers	SES Holdings
Kate Docker	Bodyguard Workwear Ltd	Bill Cooke	NR
		Richie Ellis	MDA Rail

If you would like to take part in future events or challenge John with an industry problem that he will bring a solution to the next meeting please contact Pamela Griffiths at NWR **[Pamela.Griffiths@networkrail.co.uk](mailto:Pamela.Griffiths@networkrail.co.uk)**

Alternatively contact John at **[john.jebson@mcginley.co.uk](mailto:john.jebson@mcginley.co.uk)** 07816442672

A huge thank you to all who took part and NWR for the use of Westwood.

# Focus on Driving Safety

## McGinley Driver Policy Review

In late 2011 McGinley Support Services began a process of looking at the number of drivers the company currently approved and allocated. At that time we had 1500 drivers of company vehicles who were listed as approved. This number was for a fleet list of 450 vehicles. This number was deemed disproportionate and excessive.

All customer supply teams were asked to provide details of drivers who had driven vehicles on behalf of the company in the last 6 months. This was checked against fleet mileage returns and

allocated driver lists. What became clear was that many drivers were being maintained on the current approved list when they were not drivers at that time. It was decided that new conditions and criteria of approval would be established. Senior management also decided that operative drivers and management drivers would be treated exactly the same. Any driver with a historical conviction with less than 5 years clear driving since expiry of conviction of driving codes specified would be barred from company vehicles.

## Driving Approval and Driver Policy

### • Staff drivers

Who have serious offences including BA, CD40 – CD90, DD, and DR which have expired within 5 years must be reported to Safety Manager. Failure to report an offence whilst still driving a company vehicle will be subject to disciplinary procedures. Permission to drive a company vehicle will be at the discretion of the Safety Manager and written permission must be obtained. This permission will only be given in exceptional circumstances.

### • Operative drivers

Who have serious offences including BA, CD40 – CD90, DD and DR which have expired within 5 years must be reported to the Safety Manager. Failure to report an offence whilst still driving a company vehicle will be subject to disciplinary procedures. Permission to drive a company vehicle will be at the discretion of the Safety Manager and written permission must be obtained. This permission will only be given in exceptional circumstances.

- **Drivers** with more than **6 penalty points** or any driver possessing **TT99** must have their details submitted to the Safety Manager for approval. Once approved the driver will not be permitted to drive until a full DVLA check has been completed, a full license received by transport and a driver assessment taken place.
- **Drivers** under the age of **25** must have a driver **assessment**. This will be arranged with transport before a vehicle is given to them.
- **A weekly driver report** will be produced by Transport. This will be distributed to all teams and Safety. Any driver without a completed driver authorisation will be highlighted. These drivers must not be allocated a vehicle until all details are submitted.
- **HRD** High Risk Drivers. A profile report will be submitted to the Safety Manager each month. Any drivers displaying high risk tendencies will be highlighted. Corrective action must be taken.



- **Drivers in the HRD** profile will be coloured **RED, AMBER** and **GREEN**. RED drivers must be assessed every 6 months AMBER and GREEN every 12 months.
- **All accidents** must be reported to transport. All accidents involving injury to either party must be reported to the Safety Manager.
- **Accident Summary**. Transport will send out an accident / cost summary and league table to all teams.
- **Training / Recording devices**. Trials are taking place with Tomtom and GreenRoad devices. These devices will give transport valuable information on Fuel, Driving behaviour, Driving times etc.
- **Plastic driver authorisation cards**. All authorised drivers will be issued with plastic cards. These will contain name of driver, contact numbers and useful information. It is expected that once issued drivers will be able to produce these when requested.



# Focus on Driving Safety

It was subsequently agreed that the approval to drive in exceptional circumstances would also be removed and final approval would be given to the Insurers. This strengthened the

procedure and removed the commercial influence.

The next step was to understand the driving habits of our reducing list. Fleet were tasked with profiling all drivers based on a series of pre set historical data.

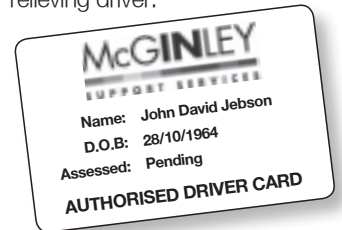
Basic data such as age, length of service, driving offences points including speeding, parking, bus lane and box junction violations. Each of these attracted points which together with previous driving accidents or incidents give a picture of the type of driver. This list was categorised as the High Risk Driver Profile and coloured Red, Amber and Green.

These drivers were then subjected to an independent driver assessment with priority given to the ones in the highest risk.

In order to embed the new standards a new issue of the driver handbook was produced with all the policies and procedures brought up to date. Helpful driving tips and guidance on fatigue were also introduced.

We now arrived at an approved driver list that matched the enhanced criteria and numbered 750 whilst still maintaining the vehicle list of 350. All of these drivers were issued with a plastic approved driver identity card. This allowed a driver who

was handing over a vehicle to check the approval status of the relieving driver.

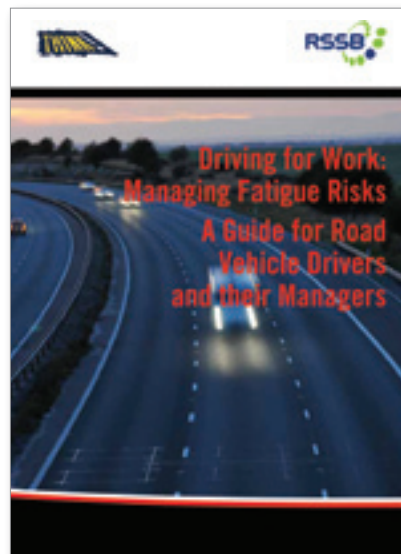


## What next

Electronic licence checking with DVLA and regular checks by fleet. Standard annual driver assessments for green and amber drivers and Bi annual checks for high risk drivers.

### Education

It is important that drivers know their own personal limits as well as the rules of policies and procedures. Allocating managers must not exceed the 14 hour door to door but this must be used with a fatigue risk management system and not in isolation. RSSB have issued some excellent guidance on this (shown right).



For more information please visit the RSSB website at: [www.rssb.co.uk](http://www.rssb.co.uk)

### Finally have we done enough?

The simple answer is we cannot stop and rest on work completed. We will continue to work to improve the quality of our fleet, the standard of drivers we supply and the overall safety of operatives and staff who travel in our vehicles.

### Have you done enough?

McGinley Support Services are working toward the Fleet Operator Recognition Scheme (FORS) for more details visit: [www.fors-online.org.uk](http://www.fors-online.org.uk) Or contact **Andy Saunders** on **07966 144316** or email [andrew.saunders@mcginley.co.uk](mailto:andrew.saunders@mcginley.co.uk)

To discuss this and other initiatives contact a member of the Safety Team.

# Focus on Driving Safety

## Driving Codes

ACCIDENT OFFENCES		POINTS
AC10	Failing to stop after an accident	5-10
AC20	Failing to give particulars or to report an accident within 24 hours	5-10
AC30	Undefined accident offences	4-9

DISQUALIFIED DRIVER		POINTS
BA10	Driving whilst disqualified by order of court	6
BA30	Attempting to drive while disqualified by order of court	6

CARELESS DRIVING		POINTS
CD10	Driving without due care and attention	3-9
CD20	Driving without reasonable consideration for other road users	3-9
CD30	Driving without due care and attention or without reasonable consideration for other road users	3-9
CD40	Causing death through careless driving when unfit through drink	3-11
CD50	Causing death by careless driving when unfit through drugs	3-11
CD60	Causing death by careless driving with alcohol level above the limit	3-11
CD70	Causing death by careless driving then failing to supply a specimen for analysis	3-11
CD80	Causing death by careless or inconsiderate driving	3-11
CD90	Causing death by driving: unlicensed, disqualified or uninsured drivers	3-11

CONSTRUCTION & USE OFFENCES		POINTS
CU10	Using a vehicle with defective brakes	3
CU20	Causing or likely to cause danger by reason of use of unsuitable vehicle or using a vehicle with parts or accessories (excluding brakes, steering or tyres) in a dangerous condition	3
CU30	Using a vehicle with defective tyre(s)	3
CU40	Using a vehicle with defective steering	3
CU50	Causing or likely to cause danger by reason of load or passengers	3
CU80	Using a mobile phone while driving a motor vehicle	3

RECKLESS/DANGEROUS DRIVING		POINTS
DD40	Dangerous Driving	3-11*
DD60	Manslaughter or culpable homicide while driving a vehicle	3-11*
DD80	Causing death by dangerous driving	3-11*
DD90	Furious driving	3-9

\* where the court chooses not to disqualify as a result of special reasons

DRINK OR DRUGS		POINTS
DR10	Driving or attempting to drive with alcohol level above limit	3-11*
DR20	Driving or attempting to drive while unfit through drink	3-11*
DR30	Driving or attempting to drive then failing to supply a specimen for analysis	3-11*
DR40	In charge of a vehicle while alcohol level above limits	10
DR50	In charge of a vehicle while unfit through drink	10
DR60	Failure to provide a specimen for analysis in circumstances other than driving or attempting to drive	10
DR70	Failing to provide specimen for breath test	4
DR80	Driving or attempting to drive when unfit through drug	3-11
DR90	In charge of a vehicle when unfit through drugs	10

\* where the court chooses not to disqualify as a result of special reasons

INSURANCE OFFENCES		POINTS
IN10	Using a vehicle uninsured against third party risks	6-8

LICENCE OFFENCES		POINTS
LC20	Driving otherwise than in accordance with a licence	3-6
LC30	Driving after making a false declaration about fitness when applying for a licence	3-6
LC40	Driving a vehicle having failed to notify a disability	3-6
LC50	Driving after a licence has been revoked or refused on medical grounds	3-6

MISCELLANEOUS OFFENCES		POINTS
MS10	Leaving a vehicle in a dangerous position	3
MS20	Unlawful pillion riding	3
MS30	Play street offences	2
MS40	Driving with uncorrected defective eyesight or refusing to submit to a test	3
MS50	Motor racing on the highway	3-11
MS60	Offences not covered by other codes	As Appropriate
MS70	Driving with uncorrected defective eyesight	3
MS80	Refusing to submit to an eyesight test	3
MS90	Failure to give information as to identity of driver etc	6

MOTORWAY OFFENCES		POINTS
MW10	Contravention of Special Roads Regulations (excluding speed limits)	3

PEDESTRIAN CROSSINGS		POINTS
PC10	Undefined Contravention of Pedestrian Crossing Regulations	3
PC20	Contravention of Pedestrian Crossing Regulations with moving vehicle	3
PC30	Contravention of Pedestrian Crossing Regulations with stationary vehicle	3

SPEED LIMITS		POINTS
SP10	Exceeding goods vehicle speed limits	3-6
SP20	Exceeding speed limit for type of vehicle (excluding goods or passenger vehicles)	3-6
SP30	Exceeding statutory speed limit on a public road	3-6
SP40	Exceeding passenger vehicle speed limit	3-6
SP50	Exceeding speed limit on a motorway	3-6
SP60	Undefined speed limit offence	3-6

TRAFFIC DIRECTION AND SIGNS		POINTS
TS10	Failing to comply with traffic light signals	3
TS20	Failing to comply with double white lines	3
TS30	Failing to comply with "Stop" sign	3
TS40	Failing to comply with direction of a constable/warden	3
TS50	Failing to comply with traffic sign (excluding - stop - signs, traffic lights or double white lines)	3
TS60	Failing to comply with a school crossing patrol sign	3
TS70	Undefined failure to comply with a traffic direction sign	3

SPECIAL CODE	
TT99	To signify a disqualification under totting-up procedure. If the total of penalty points reaches 12 or more within 3 years, the driver is liable to be disqualified

THEFT OR UNAUTHORISED TAKING		POINTS
UT50	Aggravated taking of a vehicle	3-11*

\* where the court chooses not to disqualify as a result of special reasons

# Focus on Driving Safety

THINK



## ROAD VEHICLE DRIVER FATIGUE KILLS

**Every week around 200 road deaths and serious injuries involve someone using the road for work purposes. It is estimated that driver fatigue may be a factor in up to 20% of all road accidents and up to a quarter of fatal and serious accidents.**

Your employer has a **duty of care** to ensure that you are fully alert when driving on the road for work. This means ensuring that your schedules are well planned and sensibly routed, with adequate time for rest breaks.

Drivers share a responsibility to manage their sleep and alertness to ensure fitness to drive.

Avoid driving between the hours of **2am-6am** unless absolutely essential. Be aware that people are also generally more sleepy between **2pm-4pm** – if you must drive at these times, make sure you are adequately rested.

Check company provisions for **overnight accommodation** or **alternative transport**. Combined work and travel time should ideally allow for 12-14 hours of daily rest. A 14-hour maximum door-to-door time is for use in exceptional circumstances only. For staff working a 12-hour rostered shift, travel to and from site should be no more than one hour each way.

Plan time for a **15 minute** break **every two hours** of driving.

Make sure you do not have a **sleep disorder or other medical condition** that could affect your ability to drive safely.

Poor concentration, repeated yawning, heavy eyelids, head drooping, restlessness, boredom, lane drifting, poor speed or steering control, slower reactions – these are **symptoms of a microsleep**. You need to stop driving long before you reach the point of being at risk of falling asleep at the wheel.

If you start to feel sleepy get off the road **as soon as possible** and find somewhere safe to stop (not on the hard shoulder).

**Do not rely** on opening the window, turning up air conditioning, listening to radio or music, or conversation to keep you awake – these are not effective countermeasures to fatigue.

The ideal activity when fatigue is experienced is a proper sleep. But drinking two cups of strong coffee, or a high caffeine drink, following by a nap no longer than 20 minutes is an effective **emergency countermeasure** to fatigue that will help get you to a safe place where you can get proper sleep.



Copies of the summary leaflet and guidance produced by RSSB containing more information and tips on reducing road vehicle driver fatigue are available from your local manager.

### DO NOT DRIVE IF YOU ARE SLEEPY - YOU MAY NEVER ARRIVE AT YOUR DESTINATION, OR FACE OTHER CONSEQUENCES

If you kill someone when tired behind the wheel, you may be charged with causing death by dangerous driving, which has a maximum penalty of **14 years in prison**.

**A REST BREAK ALONE WILL NOT OVERCOME THE NEED FOR SLEEP. PROPER SLEEP IS THE ONLY REAL CURE FOR SLEEPINESS.**

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# Urgent Driving Safety Alert

## Network Rail Safety Bulletin

### Double fatal accident whilst driving home



**For the attention of:** All railway industry staff.

#### Background:

It is with great sadness that we learnt last week that two of our colleagues were involved in a fatal road traffic accident on the morning of Wednesday 19 June 2013 after the vehicle they were the sole occupants of collided with a stationary flat-bed articulated lorry which was parked in a lay-by on the A1 near Newark, Nottinghamshire. The collision resulted in a serious fire.

The two welders had been undertaking work at Langley Junction on LNE Route Tuesday night/Wednesday morning and were returning home. It was at around lunchtime on Tuesday when they had been asked to work that night.

#### Initial investigation:

The investigations into the event are in their early stages so it is not possible to identify the causes of the accident. We should however take the time to think about and discuss some of the key risks associated generally with driving and transporting hazardous materials and what can be done to control these risks.

#### Action required:

Discuss with your colleagues what can be done to manage risks associated with driving:

- Does your organisation have 'lifesaving rules' and how can these help manage driving risk, for example:
  - Always wear a seat belt while in a moving vehicle and always obey the speed limit
  - Never use a hand-held device or programme any hands-free device while you are driving a road vehicle
- Condition of your vehicle - How would you check your vehicle is

safe to use for the job you are doing? What would you do if you found a defect?

- Tiredness - Has fatigue or tiredness affected you whilst driving? What would you do if you didn't have sufficient rest before a shift? What can you do to reduce the likelihood of fatigue? What can you do if you begin to feel sleepy whilst driving?
- Transporting hazardous substances - How can hazardous substances like gas cylinders, petrol or fog signals be safely transported? How can a tidy van help reduce the seriousness of accidents?
- Planning work - If you are responsible for planning work, what steps can you build into your plan to keep people safe as they travel to and from the work site?
- Engaging with labour suppliers - If you are responsible for managing contractors, what steps can you take to ensure that we give sufficient time for the contractor/labour supplier to arrange the people required?

For further details contact Lee Parlett, Corporate Investigation Manager [lee.parlett@networkrail.co.uk](mailto:lee.parlett@networkrail.co.uk)

## What does Sentinel 2 mean to you?

Network Rail launched Sentinel 2 on 24th June 2013 at their Saltley depot in preparation for roll out across the industry in late September.

### Summary of Changes and what this means to you...

#### New Sentinel Smart Card

- Between October and December you will be issued with a new Sentinel Smartcard which will be used to authenticate your competencies. The competencies will no longer be printed on the front of the card and will instead have the information stored and updated electronically. This means that your new card will no longer be replaced every time you gain or lose a competence.



#### New ways to authenticate

- From 1st January 2014 you will have your Sentinel card checked by your COSS (we call it authentication) every time you go on site. The 6 authentication approaches are:
  1. Sentinel app for Android smartphone (Sentinel Free download from Google play)
  2. Sentinel app for iPhone (Sentinel Free download from the App Store)
  3. PC-connected Reader
  4. Basic Check
  5. Web Check
  6. IVR (Sentinel Telephone Hotline)

The purpose of these checks is to authenticate your competence and ensure you are ready for work. You will be denied access if you do not have your Sentinel card, the relevant competency for your role and/or not wearing correct PPE.

#### New Sponsor Rules

##### Network Rail have introduced a new set of Sentinel Scheme Rules – 15 Basic Rules

Individuals have 1 primary sponsor, up to 2 sub-sponsors

- Sponsor organisation assurance regime
- All sponsors must be a primary sponsor (min 40%)

Obligation to share safety information

- Between sponsors - to primary sponsor
- With scheme administrators and Network Rail

Misconduct

- Sponsor investigation process
- Transparent sanctions - just culture

Individual accountability

- Records accurate and up-to-date
- Selection of primary sponsor
- Personal safety

Network Rail as custodian

- Enforce sanctions of suspension
- Right of appeal
- Formal review and investigation process
- Individuals and organisations

We are constantly reviewing up to date information. Please contact our Central Compliance Team at [CCT@mcginley.co.uk](mailto:CCT@mcginley.co.uk) for more details.



## Malicious act with Hypodermic Syringe

### Overview of events

- A site compound is being constructed in a location with a history of Trespass and Vandalism
- An individual had entered the site during the night and secured a hypodermic syringe behind the handle of an excavator with chewing gum
- When the machine operator went to open his cab in the morning he suffered a “needle stick” injury to his hand

### Underlying cause(s)

- The compound was still under construction and the fencing was a mix of Heras and Palisade introducing weak spots in the perimeter security
- Due to the compound not being complete the roles and responsibilities for the security operatives were not fully established.

### Key Learning Points

- Site security arrangements should be reviewed as the projects develops so that they remain fit for purpose
- Following any trespass or vandalism event site security arrangements should be reviewed so that they remain adequate
- Develop security arrangements for checking specific areas i.e. doors/ machine handles, skip lids, shielded locks etc. where there is a potential for items to be hidden
- Provide the necessary equipment and PPE e.g. Boxes, Grabbers, Anti Sharps gloves etc.
- Make your teams aware of the danger of sharps and what to do if you have a sharps related injury

Guidance is available via the HSE website  
[www.hse.gov.uk/healthservices/needlesticks](http://www.hse.gov.uk/healthservices/needlesticks)



Hypodermic Needle recovered by BTP

## Safe use of Iron Men

There have been a number of recent incidents involving the use of Iron Men whilst moving rail. Workers were witnessed riding on Iron Men and, in a separate incident, a workers' foot was broken when an Iron Man ran over it.

### Instruction

- The Site Person in Charge (SPC) is responsible for enforcing the correct use of Iron Men.
- The SPC will appoint a senior certified operator to co-ordinate the use of Iron Men.
- Certificated operators must be assigned to each Iron Man to be responsible for its correct assembly and to ensure all pre-use checks have been carried out.
- When in transit rails are to be lowered onto the bottom beam, or placed in the rail carrying brackets.
- Check that some tension remains in the lifting chain when the rail is supported by the bottom beam and it is placed so that the operator can walk in the four foot whilst pushing.



- Do not walk on rails
- Do not walk in front of the Iron Man when it is in use.
- Do not transport rail without bottom beam being in place.
- People must not be carried on Iron Men.
- Always push the Iron Man, don't pull it.
- Trolley lights are to be used at all times when Iron Men is on track.
- Certified operators must ensure the route to be taken is clear of tripping hazards, workers or other obstructions before moving off.
- If other workers approach the Iron Men, the Iron Men must be stopped to allow workers to pass or get into a safe place before moving off again.

**THESE ACTIONS ARE ESSENTIAL TO PROTECT PEOPLE AND ASSETS. ACTION WILL BE TAKEN IF THEY ARE NOT COMPLIED WITH.**



Door of mini excavator



## Major Accident at Stockley Road Bridge

**This bulletin is for the attention of all staff and contractors working on the track.**

### Background

At approximately 10:37 on the 22nd March 2013, an intermediate lookout was struck by an Oxford to London Paddington passenger train on the Up Relief line between West Drayton and Hayes and Harlington at Stockley Road Bridge.

The injured person was part of the setup for a planned safe system of work arrangement for a surveying team. He

sustained injuries to his arm from a glancing blow from the train travelling at approximately 55mph. He was conveyed to hospital by paramedics and underwent surgery.

The incident is currently under investigation by the RAIB and ORR.

### Actions and key messages

- The lookout must be in a place of safety where she/he has a full view of train movements and can protect the staff
- Always remain aware of your surroundings



- Never become complacent or be distracted from your duties when in a safe system of work
- Ensure the safe system of work arrangements are robust and fully understood by all and challenge any adverse actions or behaviours that could jeopardise the safe system of work for you and others



### REMEMBER THE LIFESAVING RULE

**Always have a valid safe system of work in place before going on or near the line.**

## Assets Contaminated by Human Waste

### Background

Several locations across the network are repeatedly being contaminated by human waste: urine, faeces, used sanitary products and partially eaten food. Typically this occurs in tunnel sections near train signals, sidings, disused tunnels and cross passages.

The depositing of any human or food waste is unacceptable behaviour and puts the health of our employees, contractors and passengers at risk. Some of the diseases that can be caught from human wastes or water contaminated with these wastes include:

- HIV/Aids
- Hepatitis A, B and C
- Campylobacteriosis
- Cryptosporidiosis
- Escherichia coli Diarrhoea
- Encephalitis
- Gastroenteritis
- Giardiasis
- Methaemoglobinaemia
- Poliomyelitis
- Salmonellosis
- Shigellosis
- Paratyphoid Fever
- Typhoid Fever
- Yersiniosis
- Dysentery
- Cholera

The depositing of any human or food waste also increases rodent activity as it provides a food source and further increases the risk to all track

staff from rodent activity, especially Leptospirosis.

### Instruction

Any employees or contractors who encounter human waste need to report it via the Fault Reporting System to arrange for its safe disposal and disinfection of the area. Contaminated locations need to be reported via your relevant incident report system (IRF) for further investigation.

- No food should be taken into the track environment
- Gloves suitable for the work being undertaken must be worn at all times
- Any wounds to be covered up at all times

- Avoid touching the face, especially the mouth and eyes
- Hands must be thoroughly washed using hot water and soap at the end of each shift, especially before eating, drinking or smoking



## Use of Mobile Phones on the Railway Infrastructure

### FAO All operational personnel

Over the last few months there have been an increasing number of serious incidents involving track workers being struck by or experiencing near misses with trains. The most recent of these was on a non VolkerRail worksite where a track worker using his mobile phone was unaware of the Lookout warning of a train approaching at 70mph. He only just managed to move clear in time.

As a result of these incidents VolkerRail is introducing tighter controls around the use of mobile phones on the railway infrastructure. This applies to all VolkerRail employees, its subcontractors and any

other person working on our worksites.

With immediate effect only the following personnel will be allowed to carry a mobile phone (switched on) whilst working on the railway infrastructure: -

- Controller of Site Safety (COSS) when undertaking those duties
- A person designated as an Individual Working Alone (IWA)
- The single person nominated as Site Manager or Supervisor

Any deviation to this instruction is only permissible where the use of mobile phones has been risk assessed and subsequently authorised by HSQE in advance of the works (i.e. OTM operations / Remote Signalling Testing activities etc.).

In accordance with the rule book, any call made or received must be in connection with the duties of the individuals above and from a position of safety (whilst standing still).

All other staff and contractors must have their phones switched off and verified by the COSS on the RT9909. This includes personal mobile phones. In situations where workers and work parties need to remain in contact for operational reasons, then suitable back-to-back radios should be used or an alternative, approved, method of communication selected justified through risk assessment.

All instances of non-compliance with these instructions will be subject to investigation and may



lead to disciplinary action.

**Attitude** – Recognise the risk the distraction of using mobile phones can have in your work environment and ensure your phone is switched off.

**Influence** – If you see personnel on site using mobile phones that shouldn't be - challenge.

**Management** – Ensure these requirements are brought to the attention of all personnel that are engaged in our work activities.

**Thanks to VolkerRail.**

## OAA/OBA/OCA Bass Wagon Loading

For the attention of all employees involved in the Loading of Wagons in Infrastructure Projects, Network Operations, Asset Management, National Delivery Service, Principal Contractors and Contractors.

### Background:

There have been two recent close call incidents involving Bass type wagons where incorrectly loaded scrap concrete sleepers have fallen from the wagon whilst the wagon doors were being opened for unloading. These incidents appear to be the result of incorrectly loaded scrap.

It is evident that there have been occasions where Bass type wagons have been loaded incorrectly with spoil material, recovered sleepers and rail.

### Immediate Action required by all persons affected:

Bass type wagons, must not, under any circumstances be loaded with spoil material unless it is Contained in 1t dumpy type bags.

Recovered rails must be loaded in an orderly manner with timber dunnage separating each tier. Recovered sleepers may be loaded either in an orderly pyramid manner (without timber dunnage) or in an orderly manner with timber dunnage separating each tier.

The load must not rest against the wagon doors.

The loading of Bass type wagons on Network Rail Infrastructure must be supervised by a certified and competent person when loading.

**Please refer to Network Rail Infrastructure Loading Manual NR/L3/NDS/308 (Part LMB 1.2) for further information.**



# Safety Alerts

## RRV Traps Operative Against Hope Station platform

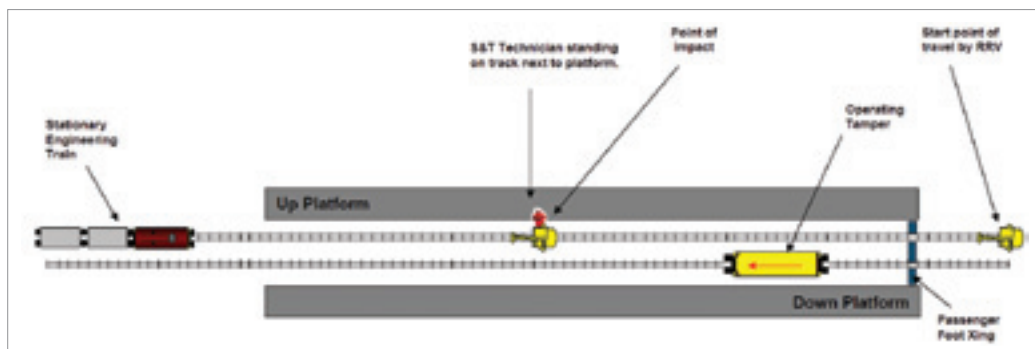
This bulletin is for the attention of;

**Infrastructure Projects;  
Network Operations; Asset  
Management; NDS; Principal  
Contractors**

### Accident

Whilst undertaking track renewal work between station platforms, two S&T Technicians were standing on the Up Line observing cables during tamping operations on the Down Line. A RRV approached on the Up Line. One person dived clear, however the second was pressed against the platform edge and was trapped between the RRV caterpillar tracks and the edge of the platform coping stones.

The injured person was taken to hospital and released later the same day with bruising to his



leg and ankle – this could have been significantly more serious and is being investigated as if it was a fatality.

### Immediate Actions

1. Always consider if the place required to observe the infrastructure, is a safe place to stand.
2. RRVs should travel at walking

pace when in worksites. If a RRV is observed exceeding walking pace, then inform the site management and raise as a close call.

3. RRVs should always be under control of a machine controller when in a worksite. If there is no evidence of a machine controller, then inform site management

and stop the job until this is rectified.

4. When a worksite passes through a station the risks change and the safe system of work should be updated.

An independent investigation has been established, involving contractors, Network Rail and the RMT.

Refer to Safety Central for full briefing and information on Working with Machinery at:

[www.safety.networkrail.co.uk/Information-Centre/Lifesaving-Rules/Working-with-Machinery](http://www.safety.networkrail.co.uk/Information-Centre/Lifesaving-Rules/Working-with-Machinery)

## ENVIRONMENTAL

### Oil Spills and Leaks

#### Background

Recently there have been ten incidents and close calls involving oil spills/leaks throughout Balfour Beatty Rail. As part of the company's ongoing effort to manage and mitigate against environmental damage this alert is to refresh Balfour Beatty employees and sub-contractors on the procedure for dealing with oil spills and leaks.

Release of polluting substances such as fuel and oils can have a significant impact on the environments that we work in. They have the potential to contaminate water supplies and poison local ecosystems.

#### Spill Response Procedure

1. Stop working and prevent further deterioration of the spill or leak with the use of spill kits/spill granules.
2. Report any spills/leaks that occur on Network Rail infrastructure to the Hither Green Control Centre (0208 297 7400).

3. If the spill/leak is over 20 litres this should also be reported to the SHE representative so that the details can be passed on to the Environment Agency.

#### Environmental Close Calls and Incident Reporting

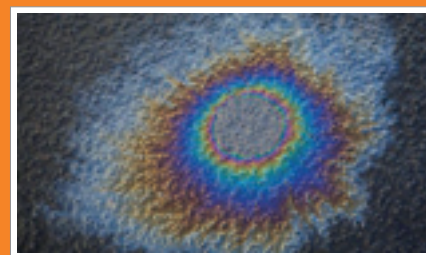
To ensure environmentally related occurrences are reported correctly, employees are advised to:

- Report instances where a spillage or leak results in the actual release of a substance from its containment vessel as an incident using the Incident Report Form (IRF).
- Report instances where a spillage or leak does not result in the release of a substance but had the potential to as a close call using the yellow and white Close Call Form.

#### Actions

Remember the following for spillages or leaks of polluting substances:

- Check plant, machinery and equipment before use.
- Always prevent further deterioration or release of substance as soon as possible.



- Ensure occurrences are reported on the correct form.
- Incidents are actual spills/leaks and close calls are potential spills/leaks.

#### Further Information

For further details about the procedures and responding to oil spills or leaks refer to the Environmental Incident Investigation Procedure and also relevant toolbox talks.

Alternatively you can contact your SHE representative.

**Thanks to Balfour Beatty Rail**



## WOMEN'S HEALTH

### Prevention is Better than Cure!

Make use of all the health checks and screening tests that are available to you as they can be invaluable in helping you remain healthy. Listed below are the main screening programmes and health checks that are currently available on the NHS.

- Breast cancer screening is offered every three years to women aged 50-70.

[www.cancerscreening.nhs.uk/breastscreen/index.html](http://www.cancerscreening.nhs.uk/breastscreen/index.html)

- Cervical cancer screening is offered every three to five years to women aged 25-64.

[www.cancerscreening.nhs.uk/cervical/index.html](http://www.cancerscreening.nhs.uk/cervical/index.html)

- Bowel Cancer screening is offered every two years to men and women aged 60 to 69. People over 70 can request a screening kit.

[www.cancerscreening.nhs.uk/bowel/index.html](http://www.cancerscreening.nhs.uk/bowel/index.html)

- Chlamydia screening programme. If you are under 25 years old you can get a free and confidential Chlamydia test. Chlamydia is the most commonly diagnosed sexually transmitted infection (STI) in the UK, affecting both men and women. Most people who have it will have no symptoms. If it is left untreated it can cause infertility and long term pelvic pain.

[www.chlamydia-screening.nhs.uk](http://www.chlamydia-screening.nhs.uk)

Most GP's hold 'Well-person clinics'. The following tests are recommended for women over the age of 40.



- Have your cholesterol checked. If you're over the age of 40, or if you have a family history of cardiovascular disease or other risk factors for heart disease and stroke. It can be lowered through diet and lifestyle changes and/or medication.
- Check your blood pressure! Every five years after the age of 40. High blood pressure is linked to heart disease and stroke.
- Have a urine test carried out. This can detect kidney disease and diabetes.
- Take the NHS mid life health check. This is an on line health service that will help you to assess and better manage your health. It will give you personal advice based on your results.

[www.midlifelife-check.co.uk](http://www.midlifelife-check.co.uk)

### Better Sleep for Shift Workers!

Many people have jobs that require them to work other than dayshift. Working irregular hours requires you to adjust your mind and body to sleeping during daylight hours. Many find this difficult, particularly over the summer months.

Sleep is needed to restore and rejuvenate the brain and body in order for it to function properly.

The following tips may help shift work become easier and safer:

- Make time for adequate sleep. Don't fall into the trap of trying to lead a normal social life during day and work at night.
- Ask all family members to be as quiet as possible while you're sleeping and place a "Do Not Disturb" sign on your door, if necessary.
- Inform neighbours of your sleep pattern; this will help minimize disturbances.
- Use an answering machine for phone calls and turn down the ringer.
- If you are in a noisy household, use foam ear plugs.



- Make sure that your room is dark. Darken the room by using heavy dark curtains or invest in blackout curtains.
- Sleep in a cool environment (18°C or less) to help you stay



asleep; use a quiet fan in the summer months rather than leaving the window open.

- Sleep in your bed; don't fall asleep in your work clothes in front of the television.
- Avoid caffeine, 'energy' drinks, and other stimulants a few hours before bedtime as they can stop you going to sleep.
- Avoid alcohol as it lowers the quality of your sleep and results in an earlier awaking.
- Don't go to bed feeling hungry: have a light meal or snack before sleeping but avoid fatty, spicy and/or heavy meals, as these are more difficult to digest and can disturb sleep.
- Go for a short walk, relax with a book, listen to music or watch the television before going to bed, as this will help you unwind and relax prior to going to sleep. Avoid vigorous exercise before sleep as it is stimulating and raises the body temperature.
- Take a relaxing bath prior to going to bed; this will relax the body so good sleep is possible.

For more information visit:

<http://www.hse.gov.uk/humanfactors/shiftwork/tips>

[www.rssb.co.uk](http://www.rssb.co.uk)

[www.sleepfoundation.org](http://www.sleepfoundation.org)

[www.sleepquest.com](http://www.sleepquest.com)

# McGinley Support Services

## About McGinley Support Services

McGinley Support Services is one of the UK's largest specialist recruitment businesses providing the Infrastructure sector with permanent, contract and temporary staff of any type, at all levels. Consulting and recruiting since 1979, we now help customers across the infrastructure in Rail, Metro, Roads, Energy, Telecoms, Water, Waste, Ports and Airports.

Over years the company has developed solutions that can help maintain optimum levels of staff and operatives whether the company is a contractor, asset manager, consultant, owner or operator connected to the UK infrastructure.

Our main locations allow us the national footprint we need to service projects and infrastructure networks. Our policy is to supplement this with local satellites within customer offices, or in the vicinity of major projects and transport hubs so that we can meet local employment objectives. We believe that by maintaining a flexible location strategy we can make a difference to local communities and, at the same time, provide a support network to ensure that the people needed are delivered.



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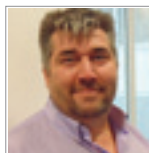
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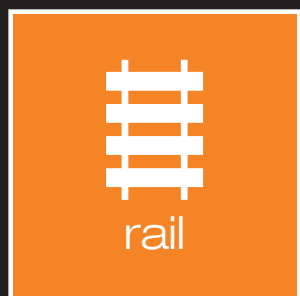
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# McGINLEY

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