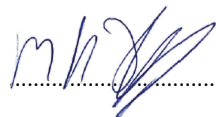


Prepared by:

Mark Shone

.....



Contracts Manager (CRE)

.....

28/06/2023

.....Date

Approved by the Contractor's Engineering
Manager (CEM):

Andy Roberts

.....

28/06/2023

.....Date

Director (CEM)

.....

~~This Work Package Plan does not require
acceptance by Network Rail / Client~~

OR

Accepted on behalf of Network Rail / Client:

.....

(Print Name)

..... (Signature)

.....Date

.....

(Job Title)

High Risk Work Package Plan

0994_WAL_MPH

CNH3

Millstream scour protection.

Works

Glan Conwy

LL28 5SY

Grid Reference: SH 79968 75597

Start Date: **09/06/23.**Finish Date: **12/06/23**

Work Package Plan Number:

WPP No: StWPP0010

Controlled Copy Number

**ECM_9445/C18_018/CPP01/StWPP001
0**Construction [Phase Plan /
Reference] Number**MPH/Civils 23/24**

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DISTRIBUTION LIST

ISSUED TO:	JOB TITLE	ORGANISATION	VERSION
Richard Compton	Project manager	Network Rail	01
Denise Goulden	Co Ordinator	Network Rail	01

VERSION CONTROL

VERSION NUMBER	SUMMARY OF CHANGES
V01	Issued to Network Rail for Approval

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1 Introduction

1.1 Brief outline of work methodology.

MPH have been remitted to provide the installation of frond scour mats to protect the under-bridge structure from further scour, the current depth of the scour pool will also be regulated using locally sourced material imported using RRV excavators and lowered from track level.

- Site supervisor to take 10 minutes upon arrival on site to look around for any new hazards that will interfere with the works, A point of works risk assessment is to be filled in at this point and included in the delivery of the task brief, and white board discussion. All other concerned sub-contractors to feed into this on site for details concerning their works.
- Consents and permits will all be agreed from marine licencing and NRW, all paperwork will be available within the site file, all constraints must be adhered to, and protection measures put in place to protect the environment and the embankments.
- The number of operatives walking on the estuary bed will be kept to a minimum to reduce silt disturbance to the estuary.
- Silt traps and sediment mats will be set up within the watercourse. Along with spill containment booms surrounding the work site in case of emergency spillage.
- All fuel and chemical containers will be stored a minimum of 10mts away from the watercourse, in bunded containers following manufactures COSHH instructions.
- All power tools required within the watercourse will be battery operated and contain only bio-oils so as not to cause harm to marine life.
- Water rescue technicians will be on site for each shift, rescue plan will differ daily if affected by weather and tide conditions, this will form part of the white board brief and will be cascaded down to all operatives daily.
- Access steps will be put in place to form safe access and egress from the estuary site.
- A claxon will be kept on site and if sounded all operatives are to leave the water/worksite and gather at the muster point.
- All materials and plant will be transported to site via RRV, all track access details will be listed within the SWP planning.
- RRV shifts will take place at night, MPH site manager to ensure all work areas and access routes are suitability illuminated, site lights should be chosen so no direct beam affects neighbouring property. Noise should also be kept to a minimum. Choice of plant and tools to be considered for quiet working.
- All materials will be off loaded using RRV on track, all straps, and chains to be date stamped and checked prior to use and only connected by trained slinger/banksman.
- RRV operator will work under the guidance of a banks man who will communicate through Det-comms headsets and industry recognised hand signals only, all lifts must be planned and take place within a safe work exclusion zone.
- Deep scour pools will be regulated using locally sourced material tested to be inert and approved by NRW as suitable for this marine area.
- Frond matts will be installed as per manufactures instructions and guidelines.
- Any spoil will be removed from site and all damage reinstated to as found condition.
- Photographs are to be taken and kept as a site record within the site file.
- **HAVS AND COSHH.** Records are to be kept by the site supervisor using forms included in the site pack, A chart for HAVS exposure times also available in site pack operative's to be briefed on time limits of use for any tools to be used by the site supervisor. All PPE should be worn always enforced by the site supervisor any task appropriate PPE should be available

and supplied in accordance with the task briefs inc impact goggles, ear defenders, and dust masks.

- All operatives should only carry out tasks they are trained to do if any task changes from your task brief STOP work and seek advice from your supervisor.

1. To ensure the site management team are fully aware of all persons on site, it is a mandatory requirement that all site personnel, and all visitors, sign the site attendance register when arriving on site and when leaving site.

The COSS/SWL/Supervisor will be in control of the site and will ensure that he is aware of those entire on site by ensuring that they are briefed.

2. A detailed White Board Briefing, specific to the tasks being undertaken, will be formulated and briefed out by the site supervisor on a daily basis to all relevant employees and subcontractors at the commencement of the task, and at any subsequent time if any circumstances change. The Task Briefing will detail the scope and methodology of the tasks, the associated hazards and controls, access details and any other detail that needs briefing to the workforce. A question-and-answer session will be used to ensure all have understood the briefing.

A discussion will take place between the COSS/SWL/Supervisor and the full site team regarding the risks associated with the planned works. This will be recorded on A Point of Work Risk Assessment (POWRA) form and signed by all members of the work team.

In addition, any changes in site conditions or a change to the planned works all works are to stop and another POWRA filled out with the new risk and signed by all team members.

3. All operatives and visitors to site should have sentinel cards swiped in. The COSS/SWL/Supervisor will ask the questions:

What time did you leave your place of rest? What role are you performing today?

How long are you rostered for today?

How long will it take you to return to your place of rest? All cards should be swiped out on completion of the shift.

4. The COSS /SWL/ Site Supervisor will ensure that a safe site is maintained at all times and that the rail infrastructure and safety of passengers is not compromised.

5. The MPH Site Manager will ensure that personnel are competent to carry out any duties they may be required to undertake. Tasks requiring specific competencies will only be undertaken by those operatives that are fully trained and certified to undertake such tasks.

The following tasks support this Work Package Plan:

Reference & prepared by:	Task Briefing Sheet Title	Activity Start Date
0994_WAL_MPH TBS Mark Shone	Structure investigation works	2023
SSOW PACK	Mph PLANNER LINE POSSESSIONS	2023
WATER RESCUE PLAN	MPH /BODACC Water Tech Rescue	2023
Lift plans	MPH appointed person and TXM plant	2023

Prior to commencement of works/General site rules:

- All operatives to sign the Site the Attendance Register
- All operatives to have received an MPH Site Brief and Project-wide Induction.
- COSS /ES, MPH Supervisor to brief the relevant SWP (If applicable) and Task Briefing/RAMS documents to the workforce, who are to sign to confirm their understanding.
- COSS /ES, MPH supervisor will check the competencies of operatives and certification of plant which are associated with the planned work activities.
- Only COSS /ES, MPH Supervisor can authorise the start of the works.
- Operatives are to text Mark Shone on arrival – 07803 089486
- On arrival at site the entire work group are to take 10 minutes to observe the site and assess any potential hazards or forthcoming activities that may result in a close call/near miss and report/remediate via the close call system.

1.1.3 Shift handover

N/A

1.1.4 Site Security

The security of Network Rail infrastructure to be maintained at all times - ensure all access gates are locked following entry / exiting the infrastructure.

1.2 Principal Contractor's delivery organisation

1.2.1 The following individuals from the Principal Contractor's organisation will be involved during this work package:

Role	Name	Contact Number
Director	Andy Roberts	07812 182 931
Contract Manager	Mark Shone	07803 089486
COSS / ES	Rob Jones	07872 649783
Site Supervisor	Gareth Shone	07872 649783
Contractors Responsible Engineer (Civils)	Mark Shone	07803 089486
Contracts Engineering Manager (Civils)	Andy Roberts	07812 182 931
Temporary Works Coordinator	Mark Shone	07803089486
H&S Manager	Ian Morris	07940 887438
Safe Work Planner	Antony Edwards	01352 755151

The following companies, specialist contractors and/or individuals will be involved.

during this work package:

Name and address of company, specialist contractor or individual, etc.	Work activity / Specialism	Point of contact details (name and telephone number)
BODACC	Water rescue	Dilwyn 07463 732467

TXM Plant Hire	RRV	Liam Maylor 01925 655 444

1.3 Resources

The following resources will be used for this work package:

Documents used during the delivery of the contract will be 7, 14 Day Priority Orders and Planned Works.

People

Role	No	PTS	Competence	WPP
MPH Director	1	N/a	Industry Competent	All
MPH Contracts Managers	1	Yes	CSCS, SMSTS, Industry Competent, First Aid, CRE, PTS, ICI, ,AC&DC + Authorising Authority	All
MPH Works Delivery Manager	1	Yes	CSCS, SMSTS, First Aid, Industry Competent, , PTS, ICI, COSS AC&DC	All
Commercial Manager	1	N/A	Industry Competent	N/A
MPH Site Manager	2	Yes	CSCS, SMSTS, First Aid, PTS, ICI, COSS	All
MPH Site Supervisors	1	N/A	CSCS, First Aid, PTS, ICI, Industry Competent	All
MPH Site Lookouts	0	N/A	PTS, ICI, COSS, L/out	N/A
MPH IWA	0	N/A	PTS & IWA	N/A
MPH PTS Operatives	3	N/A	PTS, ICI	All

Plant, Equipment and Tools

As required by the different priority orders, Plant and Equipment used will be dependent on the nature of work being undertaken. The example below shows the various types of Plant and Equipment that will be in use.

Typical PLANT AND EQUIPMENT [not an exhaustive list]			
Description	No	Inspection, certificates	WPP
Hand Tools	Multiple	Pre use inspection	All
Battery operated task lighting	Multiple	Hirers / owners test certificate	All
Welfare Vehicle	1	Weekly inspection register	All

Flatbed or Van Transportation	1	Weekly inspection register	All
RRV excavator	1	Hirers / owners test certificate	All

Materials

As required by the different priority orders, materials and quantities of materials used will be dependent on the nature of work being. The example below shows the various types of products that will be in use.

MATERIALS			
Description	COSHH	Use	Datasheets
Diesel	Yes	Vehicles/cranes	Yes
Aggregate stone	Yes	Regulating estuary bed	Yes
N/B: A comprehensive list will be detailed within the task specific TBS's which will be held at site level			

1.4 PPE

Personal Protective Equipment to be worn at all times (mandatory minimum)

- Approved safety footwear to BS EN ISO 20345 (including mid sole protection and ankle support)
- Floatation emergency life vest supplied by Bodacc, with whistle and flash light
- All orange GO/RT Hi-visibility clothing comprising of jacket/vest and overalls/trousers to BS EN 471 Class 2 & to Railway Industry Standard RIS 3279
- Safety helmet with high security chin strap (white or blue for non-PTS staff) to BS EN 397
- Rigger Gloves to (min) BS EN 420
- Safety glasses (to comply with EN166, Optical class 1, Impact Resistance F)
- Other items of PPE, RPE etc. will be used on a risk assessed case by case basis.
- Safety harnesses for staff utilising crane basket.

2 Working Together

2.1 At site communication

- The principal means of communication within the worksite will be verbal followed by Mobile Phones (from site office to worksite).
- Two-way radios and Dett-comms headsets utilised on site
- Communication including safety related information for the project will be, by means of project HSQE meetings, written safety briefs, toolbox talks, memos and publications.
- The Site Manager/Supervisor will be the first point of contact on site. He will make himself known to any relevant party or authority and sign in and out on behalf of the workforce on a daily basis unless otherwise directed.
- He will also brief the workforce on any activities which may affect the works being carried out or affect access and egress to/from the worksite/property.

- The MPH site supervisor will communicate with the MPH construction On-call Manager via a mobile telephone and with the COSS via both verbal and mobile phone.

Additionally, all workers shall 'Work Safe' and any employee who considers their or any other person's safety to be at risk should:

If you can't do it safely – don't do it!

- 01 Stop work move to a position of safety, and immediately contact the person in charge, explaining that you have invoked the Work safe procedure and explain why you have stopped work.
- 02 The person in charge shall, in discussion with the employee, make an assessment of the situation and determine the course of action required.
- 03 An agreement should be reached that there has been a suitable and sufficient risk assessment of the task, the system of work is safe and that the work can be restarted



2.2 Contact details.

The following are the main contacts for this work package.

Client:	NETWORK RAIL INFRASTRUCTURE LTD St Patrick's House, 17 Penarth Road, Cardiff, CF10 5ZA
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Client's Lead Management:	Richard Compton
Client's Representative:	Claudia Philips
Principal Designer:	NETWORK RAIL INFRASTRUCTURE LTD St Patrick's House, 17 Penarth Road, Cardiff, CF10 5ZA
Principal Designer's Representative:	N/A
Person acting on behalf of Principal Designer's Representative:	Paul McLennett
Designer(s):	n/a
Primary contact for the Design Organisation:	n/a
Principal Contractor:	MPH Construction Ltd
Primary Contact for the Principal Contractor Organisation:	Mark shone – Contracts Manager and CRE

1.3 Other parties involved with the package of work (interfaces details)

The following working arrangements will apply with all parties / organisations that have been identified with this work package:

3 Hazard Management

3.1 Work involving particular risks.

The work in this package involves the following particular risk(s), as detailed in Regulation 12 (2), (Schedule 3) of the CDM Regulations 2015:

What are the main risks (including health) on the project / site?	When and where will the risk be present?	How will the risk be controlled?
Working with noise	Remit Attendance	Use noise reduced plant.

		- Fit for use plant under PUWER regulations. - Use of hearing protection and correct PPE for the task. - Consult local residents and schools – Section 61 consent
Falling Objects	Remit Attendance	- Exclusion zones - All tool will be tied to operatives with lanyards
Infestation and contamination by rodent, vermin and other wildlife (Weils Disease)	Remit Attendance	- Staff trained in problems such as Weils - Disease and associated hygiene requirements. - Protect cuts and damaged skin.
Use of small plant	Remit Attendance	- All plant to be certified and comply with PUWER regulations. - Plant maintenance regime. - Competent and experienced operatives - Daily checks
Trespass, Vandalism or Terrorism	Remit Attendance	- Site security requirements to be reviewed and agreed taking into account the location and political sensitivity of the site - The Network Rail infrastructure to be maintained at all times. Any trespass onto site to be recorded and reported
Public/ Third Parties	Remit Attendance	- Demarcation and safe routes for pedestrians and vehicles around entrance to site compound areas to be developed. - Community relations maintain communications through local press and letter drops as necessary
Working at height	Remit Attendance	- Working at Height Permit - Designed scaffold access. - Safe uses of MEWP's - Edge protection - Contract Crane lift w/ lifting plan to be produced.
Operative Fatigue	Remit Attendance	- Monitoring of working hours and driving times - Any exceedances to be managed and reviewed. - Alternative travel / lodge arrangements to be reviewed
Weather conditions	Remit Attendance	- Suitable PPE - Stand Down in extreme conditions
Working in hours of darkness	Remit Attendance	- Head lamps. - Suitable site & task lighting to be erected - Workforce awareness.
Working with Cranes	Remit Attendance	- Certified plant - Certified and competent operator. - Certified and competent Crane supervisor in attendance. - Approved lifting plans. - Certified and competent Slinger/Signaller in attendance - Exclusion zone
Working in a Marine Environment	Remit Attendance	Appointment of Marine Supervisor to manage risk associated with Marine Working.

3.2 Significant railway and construction risks

The following are the significant railway and construction safety and health risks that apply during this work package:

What are the main risks (including health) during this Work Package?	When and where will the risk be present?	Permits Required	How will the risk be controlled	Applicable Life Saving Rule
Use of plant & tools	All	N/A	All plant & tools will have in-date test certificates visually inspected as fit for use. Any equipment attachments will be for the correct equipment. No tools left unattended. Battery operated lights & tools where possible on roof for inspections reducing need for cables. Where trailing leads are to be used these shall be kept as short as possible to avoid creating trip hazards. All hand tools are to be inspected prior to use. Damaged hand tools are to be removed from service, disposed of or repaired. Operatives are only to use hand tools that they are competent to use and must inspect tools regularly to ensure suitability for the task Tools must be maintained as fit for purpose e.g. sharpening, lubricating or filing to keep true. Hand tools are not to be left unattended for any length of time, where they could be taken without permission, and must be secured when not in use. Hand tools must be fitted with guards where appropriate, e.g. handle of a bolster, and where fitted must be maintained with the tool. Working with the drilling rig all suitable PPE will be worn by trained operatives, in addition the contractor has advised the below ;	
Manual handling	All	N/A	Aim to mechanically lift wherever possible. Operatives trained in manual handling duties when handling tools and materials. Team lifting is encouraged with larger/heavier objects. Adequate supervision Task specific gloves to be worn for all activities. Two operatives to lift together if necessary.	

Working in Adverse Weather Conditions / Winter working	All	N/A	If windy risk-assess the situation of how strong the wind is before carrying out any working at height. If heavy rain is falling risk assess the situation of wearing safety glasses as sometimes, they impede your vision. Paint only to be applied in temperatures stated in manufacturer's recommendations. If wet, risk-assess the situation of how slippery the ground is before carrying out any work.	
Noise	All	N/A	Noise, vibration and nuisance will be kept to a reasonable level compatible with normal plant. usage to diligently complete the work specified. All operatives will wear the correct P.P.E at all times. Use of ear defenders as necessary	
Loading/ Unloading & transportation	All	N/A	Trained and Competent operatives Careful handling and loading Awareness of others in vicinity. Safe access/egress Cordon / barrier off area Well secured loads not exceeding weight allowance. Tyres are in good condition Compliance to vehicle load restrictions Abide by road traffic laws	
Slips, trips & falls	All	N/A	The dangers of slips/trip/ falls to be briefed as part of this WPP. Highlight trip areas before accessing site. All operatives to pay due care and attention to the possibility of slips/trips/falls at all times. All operatives to ensure that good housekeeping is adhered to at all times and the worksite is to be kept in a tidy hazard free state as practically possible. The Site Manager to assess weather conditions and consider aborting works should heavy rain persist, and access conditions deteriorate. Working areas to be cordoned off with suitable barriers. Station access permit.	
Trespass and Vandalism	All	N/A	Ensure all site office and stores, doors are secured and locked after. Use Adequate barriers / hoardings will be erected to separate the works from the public.	

			Ensure all fencing/gates are secured and locked at the end of each shift	
Other contractors working	All	N/A	Agree access and egress routes Continual communication. Adhere to any specific site rules which the other contractor has in place if/where we access our worksites through theirs.	
Hazardous substances	All	N/A	Follow COSHH guidelines. Personal protective equipment to be worn. Personal hygiene	
Fuel Oil & paint Spills	All	N/A	Fuelling of crane will be carried out off site wherever possible. Drip trays will be placed beneath generators etc Spill kits will be available on site. Suitable sheets to be used below paint areas particularly on platforms.	
Injuries to members of the public	All	N/A	Work areas to be left safe at the shift. Work areas to be segregated from the areas in use by the general public	
Hypodermic Syringes	All	N/A	The area will be cordoned off, Network Rail WDM will be informed and arranged, area will be made safe and arrangements made for safe removal of the syringes etc.	
Sharps – Glass	All	N/A	Personal protective equipment to be worn. Be vigilant at all times	
Access for contractors, public and staff	All	N/A	Working areas to be demarcated Briefings. Adequate training	
Biological Hazards	All		Engineers should make use of suitable protective gloves where appropriate Engineers should maintain good standards of hygiene; washing hands with soap and clean water prior to eating, drinking or smoking	
Fatigue	All		Contractor(s) and sub-contractors to monitor safety critical hours worked by their staff Hours worked and travelling time to be monitored and recorded as part of site signing in procedure Fatigue issues to be monitored and managed in accordance with Network Rail standard NR/L2/ERG/003 - Management of fatigue: Control of working hours for staff undertaking safety critical work	
Hazardous Substances - Exposure to hazardous	All		COSHH Assessments Emergency plans and equipment Correct PPE / RPE Segregated Welfare	

substances, e.g. - asbestos, lead in paint, zinc chromate, Anthrax spores in plaster, bird droppings, Leptospirosis, biological hazards, etc.			Limit quantities used and stored Waste Management Plan Health Records Appropriate containment to be provided	
Access and Egress to sites / work areas	All		Work Package Plan to detail access arrangements Site access authority Site specific briefing Good housekeeping Appropriate sequencing of works. Permit to work processes. Traffic Management Plan to identify segregation	
Risk falling from a height.	All	Working at Height Permit to be completed	Fully Trained Operatives. Edge protection. Fall restraint systems. Fall arrest systems, Crane man basket system	  

3.3 Lifesaving rules

Specific hazards in line with Network Rail Life Saving Rules:

Working responsibly

-  Always be sure the required plans and permits are in place, before you start a job or go on or near the line.
-  Always use equipment that is fit for its intended purpose.
-  Never undertake any job unless you have been trained and assessed as competent.
-  Never work or drive while under the influence of drugs or alcohol.

Driving

-  Never use a hand-held or hands-free phone, or programme any other mobile device, while driving.
-  Always obey the speed limit and wear a seat belt.

Working at height

-  Always use a safety harness when working at height, unless other protection is in place.

Working with electricity

-  Always test before applying earths or straps.
-  Never assume equipment is isolated – always test before touch.

Working with moving equipment

-  Never enter the agreed exclusion zone, unless directed to by the person in charge.

4 Environmental and Waste Management Arrangements

Environmental Requirements

Spill kits will be on site.

Bunded containers

Adhere to all NRW stipulation

Materials Management - Fuels will be stored in approved containers and labelled accordingly. A funnel shall be used when refuelling plant. No fuelling will take place within 10m of any watercourses.

Cementitious materials shall be stored at least 10m from a watercourse or drain.

4.1 Environmental management arrangements

Where possible the source of the spill will be stopped. The spillage will be contained using absorbent material. The Site Manager will be informed immediately who will cascade the

incident details to the MPH Environmental responsible person, and to senior management at. Contaminated material will be cleaned up and disposed of as hazardous waste.

Task specific site measures will be listed within methodology and consents

Network Rail shall be notified by MPH Senior Management as soon as practical after the incident of any spill has taken place.

Emergency spill-kits and absorbent granules will be stored in a readily accessible location. The location of these items will be briefed to all employees on site.

In the event of an environmental incident i.e., fuel/oil spillage over 25litres that cannot be contained by on site spill kits and require a clean-up operation, Call Adler and Allan 0800 592827

Protected Species

- Operatives will take 5 minutes to observe the working area to ensure they are not disturbing protected species. If protected species are found within the immediate area the NWR Asset Engineer will be informed and the works aborted, and further instruction sought.
- Ecologist has been consulted for these works & has classified them as low risk. A site walkthrough will be undertaken prior to commencement of works

4.2 Waste management arrangements

- When MPH Construction Ltd is transporting/carrying waste on a public road, a copy of it's waste carrier license Number CBDU5921 shall be kept in the vehicle.
- Sites producing hazardous waste such as oils, fuels etc. shall be registered as hazardous waste producers with the Environment Agency/Natural Resource Wales unless the site is a mobile site. If the site is of a mobile nature, the site shall be registered if the quantities of hazardous waste exceed 200kg.

5 Emergency Arrangements

5.1 Site emergency arrangements



Glan Conwy

LL28 5SY

Grid reference; SH 79968 75597

What 3 words; Enhanced, Remarks, Megawatt

General

All relevant emergency information will be included with the WPP/TBS. This will include the telephone numbers for the nearest emergency hospital, signaller, and Network Rail SCO 24/7 Control Centre.

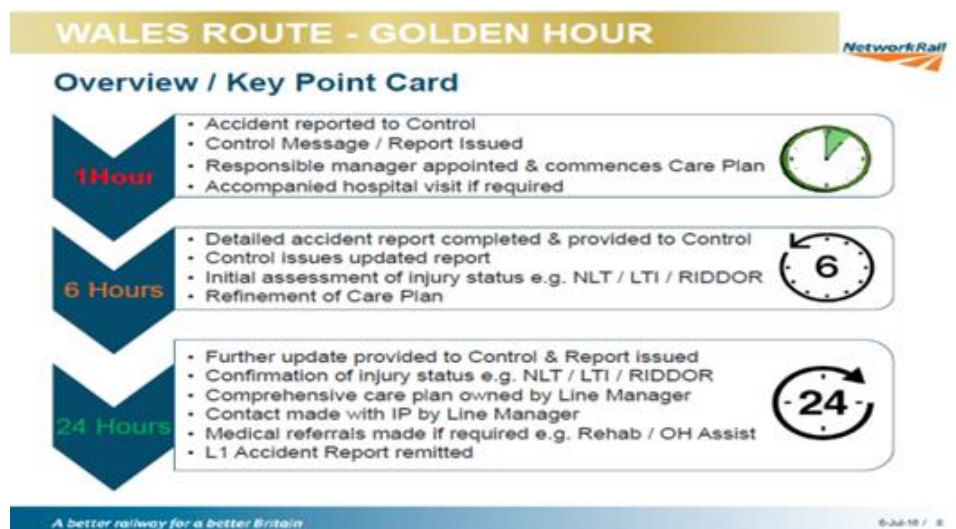
An emergency plan for the site will be displayed prominently within all site accommodation and welfare facilities including welfare vans.

The project specific emergency procedures will be fully briefed to all personnel on the project.

If there is an accident on site, supervisor to ensure casualty is in a place of safety, if minor injury then provide first aid treatment using the first aid kit and blankets on site as you have been trained, if injury is more serious dial 999 and give address above and wait for ambulance to arrive, good practice to send a member of the team to road side to direct the emergency services to the casualty on site.

The general requirements are that all MPH Managers, Supervisors and Safety Critical staff will carry company mobile phones and have full contact details for all MPH Managers and Supervisors, other key contact details will be published in each WPP and Task Briefing.

The Golden Hour Procedure should be followed during the first hour following an accident.



In the event of an accident affecting the safety of the railway, the following procedure will be followed:

Call 1: Immediately use any phone on site to inform the **SIGNALLER**. All details required will be documented within the Task Briefing and Safe System of Work Pack provided

Remember to use the Phonetic Alphabet

1. State that this is an emergency
2. Confirm to whom you are speaking
3. Give your name
4. Give your organisation
5. Give your job title
6. Give the number you are telephoning from
7. Give the location you are speaking from, point number, or signal post number
8. Give details of the incident (e.g. Affecting Up lines, upside line blocked, an emergency possession to stop all trains is required)
9. Request the emergency services required
10. Ask for message to be read back

Call 2: Contact the **Emergency Services** on 999, if necessary

Call 3: Reporting person to contact **Network Rail SCO 24/7**

Call 4: Reporting person to Principal Contractor's **CRE MARK SHONE (Contracts Manager)**

Call 5: Network Rail Works Delivery Manager - wherever possible this call will be made by Principal Contractors CEM

Call 6: Route Control – 02920 920659 [In line with the Golden Hour accident reporting procedures]

Call 7: Clients Representative and Principal Designer – wherever possible this call will be made by Principal Contractors CEM

Other Emergency Procedures

The following emergency procedures will be implemented for all MPH staff and subcontractors working on the project.

In the event of an accident not affecting the safe operation of the railway:

Call 1: Contact the Emergency Services on 999

Call 2: Reporting person to contact MPH Maintenance engineer (See WPP / Task Briefing for details)

Call 3: Reporting person to Principal Contractor's CRE – Mark Shone (Contracts Manager)

Call 4: Network Rail Works Delivery Manager - wherever possible this call will be made by Principal Contractors CEM

Call 5: Route Control – 02920 920659 [In line with the Golden Hour accident reporting procedures]

Call 6: Clients Representative and Principal Designer – wherever possible this call will be made by Principal Contractors CEM

In the event of an incident, all MPH staff and subcontractors are required to comply with the instructions of the Railway Incident Officer (RIO) where one is appointed.

Fire / Bomb Scares

In the event of discovering a Fire, MPH staff and subcontractors will raise the alarm immediately; the arrangements for sounding the alarm will be dependent on the work location and will be identified during the briefing of the WPP prior to the commencement of work.

In the event of a fire occurring at the project office site, the nominated fire warden/s will evacuate all personnel from site to the assembly point as applicable to the location of works.

The fire warden will use the attendance log to ensure all staff are accounted for.

In the event of discrepancies, these will be reported immediately to the attending emergency services.

In the event of discovery of a suspicious package or a person that appears to be acting in a suspicious manner, the contractor or subcontractor will, where possible, secure the area (not placing him / herself in Danger, move away from the area and notify the British Transport Police immediately by dialling 999.

The Network Rail Project Manager will be notified immediately in the event of a fire or the discovery of a suspicious package / person on site.

Rail Emergency

In the event of an emergency occurring on or near the line, the procedure as set out in Railway Group Standard GE/RT 8000 (Rulebook) handbook 1 (Issue 1) will be strictly adhered to.

The person in charge of the work, normally the COSS, will undertake any emergency calls including notifying the NSC 24/7 Control Centre (previously AMCC) and the client and asset owner Project Manager's.

In addition to making the emergency call, the emergency contact as specified in the Task Briefing Sheet will also be informed of the incident and an incident / accident investigation will be completed.

Medical Emergencies

During working hours, a First Aid at Work (FAW) trained person will be present on the project.

A list of persons trained to First Aid at work Regulations, will be maintained on site at all times and notice of FAW trained personnel will be posted in the project office and also in all welfare areas.

During the site briefing prior to commencing any site work, the person in charge will notify all members of the group of the First Aid and emergency arrangements that are in place. In the case of an emergency, the nominated First Aider will administer First Aid where possible and set in place the arrangements for notifying the relevant emergency services.

Bodacc will carry all water emergency rescue equipment on site, Defibrillators are carried in all MPH welfare vehicles and will be carried down to work site by the site manager.

Environmental Emergencies

In the case of an Environmental Emergency, the procedures are set out in the MPH Project Environmental Management Plan will be implemented.

Also, specific Environmental arrangements and emergency arrangements will be set out within each WPP and task Briefing.

Should an Environmental Accident and Incident occur, a report will be made immediately to the asset owner via the Network Rail SCO 24/7 Control Centre on 01908 723500

NRW Incident Hotline 0300 0653 000 or Environment Agency Incident Hotline 0800 807 060 (free phone 24hrs)

Hospital Routes

5.2 The nearest A&E Hospital is:- Ysbyty Gwynedd Hospital

Plan and route will be in TBS and displayed on site board

All maintenance operatives will have the hospital app within their mobiles in order to ascertain the nearest hospital prior to works being undertaken.



Maps shall be available on site at all times within the SSOW and On-Trac Data Packs. The maps /directions will also be posted in the welfare vehical and site office where available.

The following emergency situations associated with site activities have been identified.

Emergency Situation	Emergency Control Procedures	Response Time	Response Person for Managing the Situation
Injury to Operative	Contact Emergency Services and follow MPH Emergency Procedure	Immediate	Maintenance Engineer
Injury to General Public	Contact Emergency Services and follow MPH Emergency Procedure	Immediate	Maintenance Engineer
Fire	Contact Emergency Services and follow MPH Emergency Procedure	Immediate	Maintenance Engineer
Road Traffic Incident	Contact Emergency Services and follow MPH Emergency Procedure	Immediate	Maintenance Engineer
Water incident while working	Rescue plan to be put into place as per Bodacc rams, casualty removed from water and kept warm.	Immediate	Maintenance Engineer

5.3 First aid arrangements

- In accordance with First Aid at Work Standard NR/L2OHS/00110 and associated risk assessments and checklists
- Competent First Aiders (4 Day FAW & Emergency 1st Aid) will be appointed within the work group and identified during daily task briefings. The first aid equipment will be located in the site office. The Site Supervisor is a First Aider. Note: All of the above information forms part of the Induction.
- Defibrillator carried in all MPH welfare vehicles, also available on site exact position deemed by site manager and listed on white board and briefed before each shift

The following first aid provision shall be provided on site:

- Full First Aider(s)-Minimum 1 number for 5 operatives and above
- Appointed person(s) -Minimum 2 number for 1 to 4 operatives.

The following first aid equipment shall be provided on site:

Equipment	Location
First Aid Box – No 1	Van/COSS track side
Eye Wash	Van/COSS track side
Fire Extinguishers	Site Welfare provided
Defibrillator	Site welfare/trackside position

5.4 Evacuation arrangements

Once the casualty has been placed in a safe area the following evacuation procedure will be carried out:

- The location of the casualty will be purely decided on by our Site Supervisor/COSS and communicated to the emergency services.
 - A pre-planned rescue plan will be prepared by Bodacc for all water incidents. (issued closer to start date)
 - Once casualty is lifted out of the water then they are to be kept warm using blankets from welfare first aid kits, and if necessary, emergency services called as below.
1. The rescuer will sound the alarm and seek medical assistance by means of contacting the emergency services and maintenance engineer using best practicable means of communication stating the following information.
 - The location of work
 - Safe access route for the emergency services
 - Provision of communication equipment
 - Number of competent first aid trained personnel.
 - Nature of the site
 - Severity of injuries to the casualty
 2. When the emergency services have been notified the first aider will then administer first aid to the casualty using the recognised ABC priority method if competent to do so if not seek assistance of client appointed first aiders on site.
 3. When the casualty is stable the (rescuer and first aider) will place the casualty in the recovery position until medical emergency services arrive on site to take over and evacuate the casualty to the nearest infirmary AE Dept.
 4. The rescuer and first aider will then record all the relevant information about the casualty's condition in order to handover to the emergency services.

5. The maintenance engineer will then carry out the accident reporting procedure recording all the relevant information and carry out the procedures set out within this CPP.

5.5 Fire safety arrangements

A fire muster point will be established, and its position will be identified during the induction process. Fire Extinguishers that are required for any Hot Works activities must be in addition to the Fire Points and suitable for the fire risk associated with the Hot Works. Their positions will be identified during the induction and task briefing processes.

In the event of a Fire that cannot be controlled at site, the site supervisor will call the Emergency Fire services

5.6 Security arrangements

The work area, where required, will be enclosed within a heras fence boundary to prevent unauthorised access by third parties. For localised work chapter 8 or hi visibility cones / collapsible barriers will be utilised. The Site Supervisor shall ensure that the worksite is locked and secure, particularly at the end of the shift.

5.7 Summoning Emergency Services

The emergency services shall be summoned by calling 999. The Site Supervisor shall ensure a member of the workforce remains at the entrance to the work site to escort the emergency services to the track side. In the event of an emergency phone 999. Other contact numbers can be found in Task Brief.

All maintenance operatives will have the hospital app within their mobiles in order to ascertain the nearest hospital prior to works being undertaken. Maps shall be available on site at all times within the SWP and displayed on site whiteboard when briefing. The maps / directions will also be posted in the canteen and site office where available.

In the event of an emergency occurring on or near the line, the procedure as set out in Railway Industry Standard GE/RT 8000 (Rulebook) handbook 1 (Issue 1) will be strictly adhered to. The person in charge of the work, normally the COSS, will undertake any emergency calls including notifying the NSC 24/7 Control Centre (previously AMCC) and the client and asset owner Project Manager's. In addition to making the emergency call, the emergency contact as specified in the Task Briefing Sheet will also be informed of the incident and an incident / accident investigation will be completed.

5.8 Asbestos

No asbestos surveys have been carried out as the works are reactive. Operatives will have asbestos awareness training and are to report any suspicious materials prior to their removal so that retesting can be carried out. MPH shall advise the Network Rail nominated person of any unrecorded asbestos located and/or if asbestos was removed during the works so that the Network Rail asbestos register (currently Asbestos Risk Management System - ARMS) can be updated.

In the event that ACMs become damaged or are discovered then the person responsible for the works must carry out immediate actions to prevent any possibility of exposure / further exposure to asbestos fibres.

On discovery of damaged ACMs or any resulting debris the on-site person responsible for the works must

- STOP ALL WORK and RESTRICT ACCESS
- Establish the extent of the damage / debris
- Erect a hazard area to prevent access to the area
- Report the situation to the Works Delivery Manager/ Facilities Manager/ person responsible for the work to restrict access
- If required, following ARMS check, material is not mentioned or is mentioned and identified as ACM, keep area isolated and Works Delivery Manager/ Facilities Manager/ person responsible to instruct the appointed emergency asbestos contractor to site to remove/encapsulate and complete air monitoring and finally certify area as safe
- Inform the Senior Asset Engineer of the incident

In the event that persons have been subjected to possible contamination (this being visual contamination of asbestos dust or debris on clothes) the responsible person must

- Move the person to a safe area adjacent to the point of exposure
- Instruct the person to remove clothing considered to be contaminated
- Supply the person with disposable overalls and P3 disposable mask (to be kept on site in biohazard kit)
- Escort the person to the nearest washroom
- Ensure the person washes hands, face and hair
- Dispose of contaminated clothing in red waste bag and seal
- Erect physical barrier to area of contamination
- Report the situation to the asbestos consultant
- Report the event on the Incident Reporting Number as an incident.

Note:

Non-porous items from pockets of contaminated clothing can be removed and washed before being returned to the person.

In the case of physical injury/accident to persons and the involvement of asbestos dust and debris, then the appropriate first aid and emergency procedures must take priority over any asbestos contamination.

In the event of an incident involving the emergency services attendance to site (such as fire in buildings) the emergency services must be informed of any asbestos containing materials that they come into contact with during their attendance.

Staff or contractors should not attempt to clean or dispose of any suspected asbestos debris identified on site.

5.9 Utilities

MPH Construction Ltd, breaking ground procedures (If Applicable) will be adhered to which will involve CAT scanning the area before breaking ground.

6 Work Package Arrangements

6.1 Site Layout



Glan Conwy

LL28 55Y

The site layout and working limits will be defined within the Site-Specific Task Briefings and Safe Works Pack

6.2 Access and Egress

Only authorised access points and walking routes will be used to reach the task locations. Site access protection will conform with GE/RT/8000/HB1. However, for a few premises by virtue of their location, only pedestrian access is possible. With the latter it may also be necessary to arrange protection for the staff in accordance with GE/RT8000 Modular Rule Book procedures.

The site access points will be detailed in the individual Task Briefing packs.

6.3 Welfare

Welfare provision shall be provided on site in accordance with Network Rail Standard NR/L3/INI/CP0036 – Provision of welfare Facilities and the HSE's Construction Industry Requirements

Mobile Welfare Vehicle will be provided for these works and static eco unit parked in car park near track access point.

6.4 Rail Traffic Management

SWP pre prepared agreed line blocks.

6.5 Road Traffic Management

N/A

6.6 Hand over and hand back arrangements

Gate will be returned to original position. ES/COSS will undertake a walkthrough of site, including estuary embankment – to ensure all areas are safe. Photo report will be issued to Network Rail upon completion.

7 APPENDICES – Supporting information



Insurance | Risk Management | Consulting

First Floor Offices
171 Boughton
Chester
CH3 5BH
Tel: 01978884160
Fax: 01978 353144

www.ajginternational.com**TO WHOM IT MAY CONCERN**21st September 2022

Dear Sirs

We are the Risk and Insurance Managers for the client below and have pleasure in confirming details of their insurance arrangements as follows:-

Insured

Name(s) MPH Construction Ltd
Postal Address Bromfield House, Queens Lane, Bromfield Ind Est, Mold, Flintshire, CH7 1XB
Our Ref 31877392
Business Description Building Contractors

Employers' Liability

Insurer : QBE UK Ltd
Policy No. : Y146508QBE0122A
Expiry Date : 22/09/2023
Limit of Indemnity any one occurrence : £10,000,000

Public / Products Liability

Insurer : QBE UK Ltd & AIG Europe Ltd
Policy No. : Y146508QBE0122A&0021904209
Expiry Date : 22/09/2023
Limit of Indemnity any one occurrence and in the annual aggregate in respect of Products Liability : £10,000,000
Indemnity to Principals for whom our clients are working : Included

Contractors All Risks

Insurer : QBE UK Ltd
Policy No. : Y146508QBE0122A
Expiry Date : 22/09/2023
Limit of Indemnity any one contract site : £3,000,000

Cover is subject to the full terms, conditions and exclusions of the policy.

This document is issued to you as a matter of information only and the issuance of this document does not:-

- i) create any contractual relationship between Arthur J. Gallagher Insurance Brokers Limited and the recipient
- ii) make the person or organisation to whom it has been issued an additional assured, nor does it modify in any manner the contract of Insurance between the Assured and the Underwriters.

Arthur J. Gallagher Insurance Brokers Limited is authorised and regulated by the Financial Conduct Authority.
Registered Office: Spectrum Building, 7th Floor, 55, Blythwood Street, Glasgow, G2 7AT. Registered in Scotland. Company Number: SC108909.



ENVIRONMENTAL POLICY STATEMENT

We all have a responsibility to protect the environment from the effects of our activities. MPH takes its responsibilities seriously in this respect and is committed to reducing the impact of its activities on the environment. To this end MPH recognises that there are many steps that it can take to continuously improve its environmental performance and thereby reduce or prevent damage to the environment. These steps can also add value to our business and make a positive contribution to the success of the company. In other words, we do not believe that good environmental management and the financial wellbeing of the company are incompatible. In order to meet this commitment MPH will pursue the following objectives:

- To ensure compliance with all applicable environmental legislation.
- To reduce consumption of natural resources.
- To reduce emissions and prevent pollution.
- To minimise noise and other nuisances.
- To assist in the management of ecology.
- To protect the environment from the effects of our work activities.
- To minimise the life cycle impact of our operations and physical assets.
- To wherever possible reuse or recycle waste produced and to dispose of any remaining waste in the most environmental efficient way possible.
- To set environmental objectives and targets and to continuously assess and improve our environmental performance.

The principal elements of our policy are:

1. To develop and maintain an Environmental Management System satisfying the requirements of BS EN ISO 14001:2015 which forms the framework for setting objectives, achieving continual improvement, and client satisfaction.
2. To satisfy customer, legal and other applicable requirements in the course of its business.
3. Establishing levels of communication capable of fully determining the needs and expectations of both customer and interested parties. Communicating this quality policy inside of the business and to relevant interested parties.
4. To establish and maintain an infrastructure capable of supporting all company activities and realising all company objectives. Objectives and their targets are reviewed regularly using KPIs.
5. To identify scope for improvement in every aspect of the company's activities, devising and implementing effective solutions throughout.

This policy is available to all interested parties on request. The necessary personnel and financial resources will be allocated to assist the Company in meeting its environmental objectives and targets. In addition, MPH will continue to raise the levels of environmental awareness throughout its workforce and to promote this awareness to its customers and suppliers. This policy will be reviewed annually as part of the Management review process, to ensure its continued relevance and adequacy.

A handwritten signature in black ink, appearing to read 'G. Gaunt'.

Geoff Gaunt
Managing Director

A handwritten signature in black ink, appearing to read 'G. Jones'.

Gareth Jones
Commercial Director

A handwritten signature in blue ink, appearing to read 'A. Roberts'.

Andy Roberts
Contracts Director

A handwritten signature in black ink, appearing to read 'A. Lee Roberts'.

Andrew Lee Roberts
Operations Director



QUALITY POLICY STATEMENT

MPH is fully committed to a policy of quality management in the company and a philosophy of continuous improvement in all its operations. We recognise that adopting this approach gives us great commercial strength and that our commitment to a quality approach is not an optional extra.

Our aim is to provide a service that meets our customer requirements in a timely manner. In support of this MPH will ensure that all necessary resources are available to maintain this Business Management System and to improve its effectiveness. We work with a diverse range of leading developers, local authorities, architects and Principal contractors to meet the needs of our clients.

Quality objectives shall be established, both strategically and individually, throughout the business. These objectives shall be reviewed on a regular basis via regular management meeting and feedback both from and to personnel within the business. We listen to our customers, continually reviewing our processes of product realisation in line with business needs, purpose, context and strategic direction, maximising the efficiency of our Quality management system.

Our employees are our greatest asset and we aim to give them every opportunity to use their skills and experience to improve the quality of the service we provide. To this end MPH shall ensure that all personnel have the appropriate skills and competence in order to fully meet the requirements of this policy.

We want all our people to be committed to quality, to recognise its importance, and to act accordingly and we recognise that it is our responsibility to provide them with the means and the motivation to do so.

We shall not rest on our achievements but will continue to make quality a fundamental part of our policy, strategy and operations. We recognise that customers' expectations and perception of the quality of service we provide do not stand still and we are committed to meeting and exceeding wherever possible those expectations.

The principal elements of our policy are:

1. To develop and maintain a Quality Management System satisfying the requirements of BS EN ISO 9001:2015 which forms the framework for setting objectives, achieving continual improvement, and client satisfaction.
2. To satisfy customer, legal and other applicable requirements in the course of its business.
3. Establishing levels of communication capable of fully determining the needs and expectations of both customer and interested parties. Communicating this quality policy inside of the business and to relevant interested parties.



4. To establish and maintain an infrastructure capable of supporting all company activities and realising all company objectives. Objectives and their targets are reviewed regularly using KPIs.
5. To identify scope for improvement in every aspect of the company's activities, devising and implementing effective solutions throughout.

This policy is available to all interested parties on request. MPH will ensure that this policy statement is briefed, understood and implemented at all levels within the company. This policy will be reviewed annually as part of the Management review process, to ensure its continued relevance and adequacy.

A handwritten signature in blue ink, appearing to read 'G. Gaunt'.

Geoff Gaunt
Managing Director

A handwritten signature in blue ink, appearing to read 'G. Jones'.

Gareth Jones
Commercial Director

A handwritten signature in blue ink, appearing to read 'A. Roberts'.

Andy Roberts
Contracts Director

A handwritten signature in blue ink, appearing to read 'A. Lee Roberts'.

Andrew Lee Roberts
Operations Director



HEALTH & SAFETY POLICY STATEMENT

MPH Construction Ltd is committed to the following principles of health and safety management:

- Promote H&S awareness in so far as is reasonably practicable of safety in general throughout the company and the personal responsibilities of all concerned.
- Promote good safety practices/behaviours and re-educate any bad practices or behaviour.
- Provide adequate Risk assessments to enable the company to take the measures necessary to fulfil their legal obligation under the Management of Health and Safety at Work Regulations 1999, ISO 45001:2018 and ROGS 2006.
- Provide the necessary training at all levels to enable each person to carry out their duties in a safe and responsible manner.
- Provide proper and safe work equipment, plant and materials and where necessary adequate and suitable protective clothing.
- Provide safe systems of work, Risk Assessments and Method Statements (where required), with a competent workforce and efficient supervision.
- Observe and act upon advice and recommendations made by the Safety Advisor and the Health and Safety Executive.
- Make provision when necessary for Health and Safe consultation between management and operatives and where recognised trade union Safety Representatives and / or committees are in operation, the management shall consult and provide the means for consultation with staff.
- Make all arrangements necessary to meet the requirements of this policy and shall review the effectiveness of this policy by means of periodic consultation between all levels of management and operatives and revise this policy as / when required.
- Brief each employee on the company Health and Safety Policy and the employees shall be instructed in order to understand/ appreciate their duties and responsibilities within this policy.
- The Company is committed to continual improvement of Health and Safety performance and to complying with current applicable Occupational Health and Safety (OH&S) legislation and with other requirements to which we subscribe.
- It is Company policy to engage with its workforce (employees & contractors) to improve the overall safety performance of the business. To this end MPH Construction has developed processes to promote better safety by means of the use of dynamic behavioural safety programme.
- The company will set safety objectives as minimum on an annual basis. These will be reviewed during the annual Management Meeting.

This policy will be reviewed annually as part of the Management review process to ensure its continued relevance and adequacy.

Geoff Gaunt
Managing Director

Gareth Jones
Commercial Director

Andy Roberts
Contracts Director

Andrew Lee Roberts
Operations Director

OFFICIAL

NetworkRail

Principal Contractor Licence

MPH Construction Ltd

RISQS ID: 1885 Company House: 01141925

The above-named supplier has demonstrated the suitability of its organisation and arrangements to act as a

Trackside Principal Contractor

on behalf of Network Rail.

This licence is issued in accordance with Network Rail Principal Contractor Licensing Scheme NR/L2/INI/CP0070.

The validity of the Licence is subject to the ongoing satisfaction of the Licence conditions detailed within the scheme.

Accepted By:

L. Davies

Assurance Specialist (Licensing)
Technical Authority

Approved By:

A. Tillman

Assurance Manager (Licensing)
Technical Authority

This licence remains the property of Network Rail. The current status of all licences must be validated through the RISQS Qualification Scheme website.

The licence is not transferable; the buyer of any business should satisfy themselves through sufficient due diligence as to the present and future status of the business as a Principal Contractor, having regard for the relevant Network Rail policies.

The licence is issued for NR assurance purposes only and should not be used to provide assurance for any other organisation.

MPH

CONSTRUCTION



Issue Number: NR-PC-100-008

EXPIRY DATE

22 FEBRUARY 2025

NetworkRail



Safety

Our vision

Everyone Home Safe Every Day

Our belief

There is no choice to be made between safety and reliability. World-class railways deliver both, day in, day out.

Our personal commitments

Whether you are an employee, contractor or subcontractor, by delivering on our commitments we will achieve safe and outstanding performance. This is key to providing passengers and freight users with the safe, reliable and efficient railway they deserve.

- Safe behaviour is a requirement of working for Network Rail.
- We will always comply with our Lifesaving Rules.
- We will plan work to ensure that it can be done safely.
- Our work environments will be tidy – and we will leave them tidy when we've finished.
- We will ensure people have the skills and the equipment required to work safely.
- We will stop work if it cannot be done safely.
- We will personally intervene if we feel a situation or behaviour might be unsafe.
- We will use Close Calls to report unsafe behaviours and conditions.
- We will use our Fair Culture principles to investigate incidents and learn lessons to prevent them occurring again.
- We will relentlessly strive to find new ways to keep ourselves, colleagues, passengers and the public safe.
- We will design, construct, inspect, operate and maintain the railway to keep everyone safe.
- Safety leadership is key to how we assess our people's performance and readiness for progression.

Andrew Haines
Chief executive

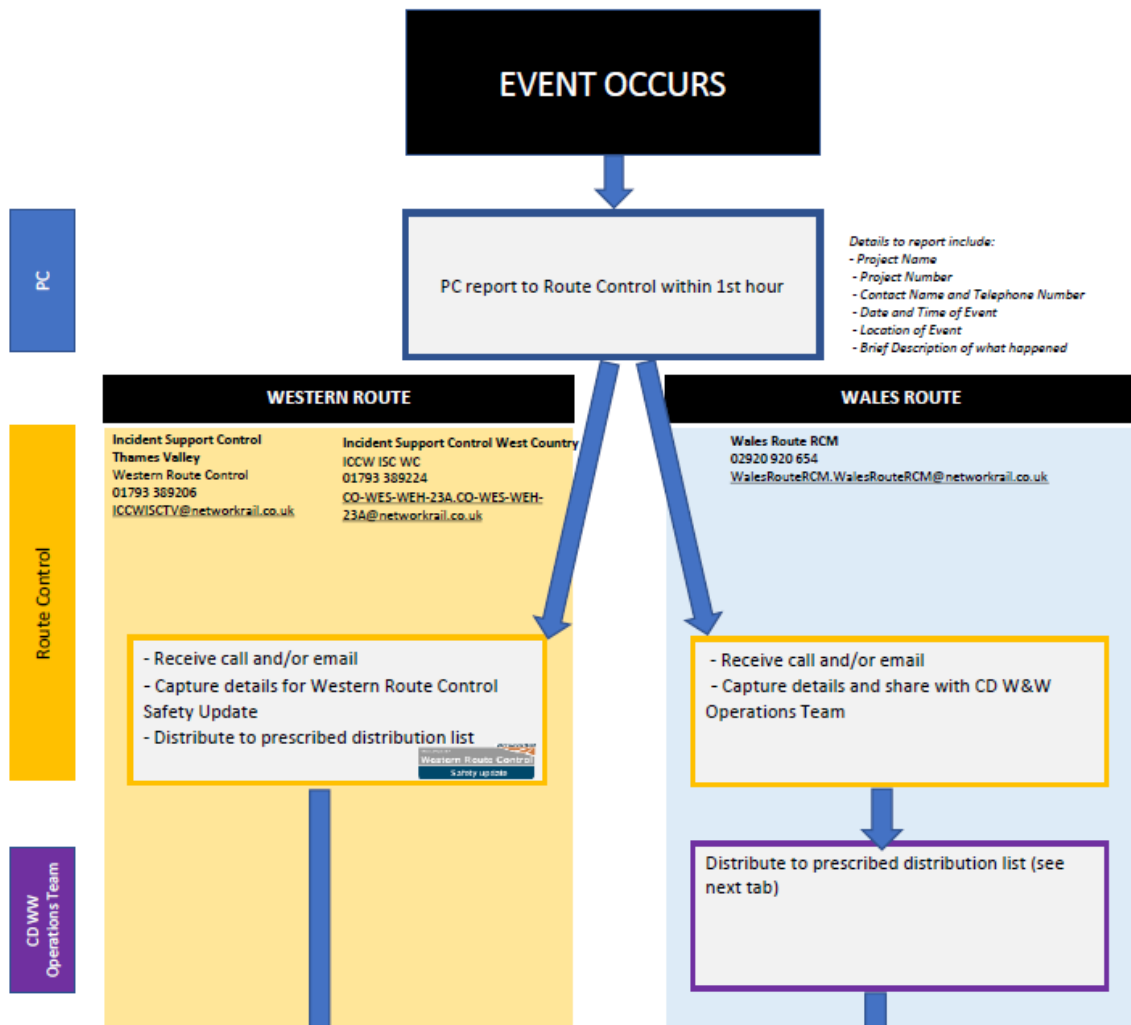


CD WW Reporting Process

CD WW Programme Management & Controls
Prepared by: Ken McKinnon
Date: 10/02/21



The below details of the current process for reporting accidents and incidents in CD WW.....

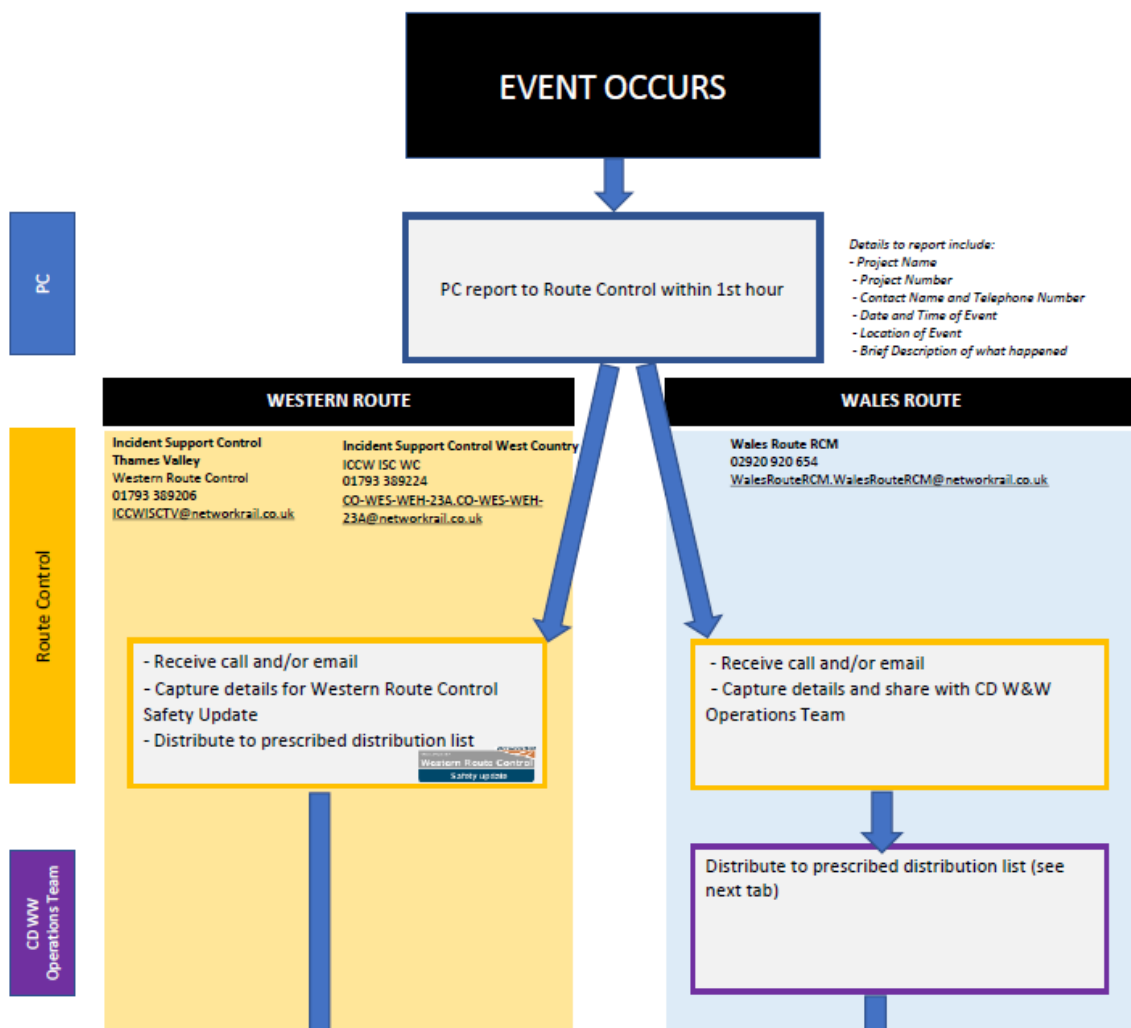


CD WW Reporting Process

CD WW Programme Management & Controls
Prepared by: Ken McKinnon
Date: 10/02/21



The below details of the current process for reporting accidents and incidents in CD WW.....



Accident/Incident – FAST FACTS

SECTION A (Must be completed)			
PLEASE TICK THE RELEVANT OPTION			
Accident	☐	Incident	☐
Assault	☐	Infrastructure Damage	☐
Environmental	☐	Near Miss	☐
			Operational Close Call ☐
			Property Damage ☐
			Road Traffic Accident ☐
SECTION B (Must be completed)			
Reporters Name:			
Reporters Employer:			
Reporters Contact No:			
Date of Event:			
Time of Event (24-hour clock):			
Location of Event:			
what3words			
Project Name:			
Project Number:			
Principal Contractor:			
Sub-Contractor:			
SCO Ref No (NR to provide):			
SECTION C (only to be completed for an injury)			
Name of Line Manager:			
Employer:			
Contact No:			
Body part(s) injured (including left or right):			

Type of injury (bruise, fracture, etc):	
Was first aid given:	Yes ☐ No ☐
Was hospital treatment required:	Yes ☐ No ☐
Welfare checks and after care plan details:	
SECTION D (only to be completed for Infrastructure Damage)	
Lines affected:	
Fault number:	
SECTION E (Must be completed for all types of events)	
To be completed and submitted to Route Control within 6 hrs	
Brief overview of the event and details of the activities carried out at the time	
Immediate actions taken and evidence gathered	
Attach Photos	
Level 1 Lead Investigator Name:	

10 Record of WPP Briefing

I acknowledge receiving and understanding a briefing of this WPP for the work being undertaken

Briefed by (CRE or CEM):

Name	Sentinel Number	Position	Signature

Briefed to (Site Manager/Supervisor):

Name	Sentinel Number	Position	Signature

Briefed to:

(By signing below I confirm that I have received and understood the work package plan briefing)

[illegible]

Reference Appendix:

NR?L3/CIV/151/F010: Index of Standard Designs and Details for Building and Civil Engineering Works



NWR Standard
Details Register.pdf