Standards Briefing Note

NR/L2/OHS/019: Safety of People at Work on or Near the Line
1st June 2023

Compliance Date: 2nd September 2023.

This briefing MUST be provided to: SSOWP Planners, Responsible Managers & Persons in Charge

What's new, what's changed and why:

The Margam recommendations required a review of how Network Rail assures consistent delivery of the NR/L2/OHS/019 standard. One of the findings was that the standard was not written in logical, easy to read format.

This update 'simplifies' the content without changing any of the recognised principles of the standard. This includes removing duplication in the standard and the modules. The simplification has not changed the existing principles of the standard, only made them clearer to those that work with the standard.

The standard is now process-driven, clearly indicating each stage of the development of the safe work pack and provides clearer accountabilities for roles involved in the planning process.

The update adds clear accountabilities for the roles involved in planning work. It has incorporated good practice to enable better and more efficient planning of work.

A new assurance appendix has been added to state what assurance is required and by whom at each stage of the planning process, after a SWP is returned and then other activities by regional management to confirm adherence to the standard.

The standard modules have been simplified to include what a RM, Planner and person in charge need to do in addition to the process in the main standard.

Who does this standard apply to:

a) to anyone walking and/or working 'on or near the line';

b) where work on the lineside has the potential to affect the safe running of the operational railway;

c) to those working on behalf of Network Rail, third parties, their contractors, and sub-contractors;

d) to those involved in the development of a SSoW through the production and issuing of a SWP.

A SWP is not needed for:

a) a Signaller who can work under their own protection;

b) Designated Persons;

c) emergency services including coast guard and bomb disposal;

d) pilot duties associated with modules P1 and P2 of GERT/8000;

e) authorised railway staff retrieving objects from the line within platform limits to GERT/8000 Module TS1.13.1;

f) work that is segregated from the railway, such as:

      1) Platform works (unless within 1.25m of the platform edge);

      2) work within the area termed 'lineside' and not affecting the operational railway.

g) Work planned in accordance with NR/L2/OHS/00130 Creating a Site of Work Segregated from the Railway

Details of Specific Changes

All standard	The text in the standard has been simplified and been supplemented with new diagrams and tables to explain the planning process for a responsible manager, planner and the person in charge.
Purpose and scope	This section has been simplified to clearly indicate the purpose and scope of the standard.
Section 3 Accountabilities and responsibilities	This section has been simplified with signposts to the specific role requirements moved to later in the standard.
Section 4 process for creating a the SWP	The order of content of the standard has changed. It has been designed to follow the process of creating the safe work pack from start to finish
4.1 the planning cycle	A new diagram has been added to demonstrate planning in a simple graphical way

	RM	Planner	person in charge
Activity			
Produce a SWP	Yes-if holds Safe System of Work Planner competence	Yes-if holds Safe System of Work Planner competence	No (see Note)
Verify a SWP	No	No	Yes
Authorise a SWP	Yes	No	No
Authorise a lower hierarchy of SSoW	Yes	No	No

4.2 creating the SWP	How the RM selects the planner and the person in charge has been made clearer as well as the requirements of the roles in producing the SWP
4.2.2 Contents of the SWP	This table has been moved to earlier in the standard, redesigned and updated. It clearly indicates what role the RM, planner and the person in charge play in creating each element of the SWP.
Hierarchy of controls for operational risk	The layout has been enhanced with more content to aid the planner in deciding the most appropriate SSOW.

4.2.3 Verifying the SWP	The section has been simplified to make it clearer what is required by the person in charge to verify the SWP
4.2.4 Review and authorise the SWP	The section has been simplified to make it clearer what is required to review and authorise the SWP
4.2.6 Delegation	When delegation by the person in charge can or cannot be allowed has been made clearer
4.2.7 What does a good SWP look like?	A new table has been added to help the person in charge and RM decide when verifying the SWP if the content is correct and sufficient
5.1.1 Changes to the SWP after authorisation	The circumstances when changes to the SWP are allowed has been made clearer
5.2.1 risk control briefing	This section covers operational, site or task risk that need further control and indicates the role required to control it
5.1.6 At the end of the shift	The standard now makes it clear what is required to confirm the line is safe for the passage of trains. This added in response to Challow recommendations
5.1.7 Completing and returning SWPs	The requirements to return used, unused SWPs and making it clear the process if errors in the SWP exist
Definitions (Appendix C)	This section has been moved to the end of the standard, simplified and additional definitions included.
Modules	All The modules have been simplified to cover the additional requirement for the responsible manager, a planner and person in charge. Signposting to other relevant standards and other sources of information has been introduced
Module 1 planning & working for fault, failure & incident response	The name of the module has changed to reflect that faults, failures and incidents may require a safe work pack created by the responders such as signalling technicians and MOMs when a planner is not available
Module 2 planning & working in a possession.	This module now includes additional requirements for planning for complex sites of work and CDM.
Module 3 planning & working using protection & warning systems.	Protection and warning systems have been combined; this now includes planning for complex sites of work and where sharing protection.
Module 4 planning & working for construction services and track renewals involving engineers' trains	This is a new module and covers construction services tasks and track renewals involving engineering trains and the additionally what a responsible manager, a planner and person in charge.
Module 5 runaway risk	This module has been withdrawn after consultation with standard owner

Module 6 planning & working for isolation duties & possession support.	This is a new module to give clear guidance on what additionally a responsible manager, a planner and person in charge to plan for isolation and possession support duties.
Appendix A Contents of a Safe Work Pack	No change
Appendix B Monitoring and Assurance	Assurance has been reviewed and updated to make it clearer on the responsibilities of those undertaking Assurance. This has now been removed from the main standard and added as an Appendix B for ease of use.

Briefing Confirmation

NAME	DATE	SENTINEL NUMBER	SIGNATURE