

# Contract Requirements HSQE

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## Health and Safety - General

### 1 Legislation and Standards

1.1 The Contractor shall comply with all applicable health and safety:

- European Union (EU) Directives;
- Legislation;
- Group Standards;
- Railway Safety and Standards Board (RSSB) Guidance Notes; and
- Network Rail Standards;

including, without limitation:

#### EU Directives, Legislation, Approved Codes of Practice and Guidance Notes

Confined Spaces Regulations
Construction (Design and Management) Regulations
Control of Substances Hazardous to Health Regulations
Control of Asbestos Regulations
Dangerous Substances and Explosive Atmospheres Regulations
Developing and maintaining staff competence Railway Safety Principles and Fire Precautions (Factories, Offices, Shops and Railway Premises) Order
Electricity at Work Regulations - Guidance, Part 3, Section A <sup>Note 4</sup>
Display Screen Equipment Regulations
Health and Safety at Work, etc. Act
Health and Safety (Consultation with Employees) Regulations
Health and Safety (First-Aid) Regulations
Health and Safety Information for Employees Regulations
Lifting Operations and Lifting Equipment Regulations
Management of Health and Safety in Construction
Management of Health and Safety at Work Regulations
Management of Health and Safety at Work and Fire Precautions (Workplace) Regulations
Managing Health and Safety in Construction, C(DM) Regs - ACOP
Manual Handling Operations Regulations
Noise at Work Regulations
Personal Protective Equipment at Work
Pregnant and Young Workers Directive
Provision and Use of Work Equipment Regulations
Railway and Other Guided Transport Systems (Safety) Regulations
Reporting of Injuries, Diseases and Dangerous Occurrences Regulations
Regulatory Reform Order (Fire Safety)
Transportation of Dangerous Goods
Temporary Workers Directive
Work at Height Regulation
Workplace (Health, Safety and Welfare) Regulations

#### Group Standards

GERT8000	Rule Book	This module will contain those amendments previously published in the Periodical Operating Notice. It will also contain amendments published for the first time and amendments that do not justify reissue for the module concerned
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Note : Current Group Standards can be viewed and downloaded at:

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

**Railway Safety and Standards Board Guidance Notes**

GEGN8532 <sup>Note 4</sup>	Guidance Note: Railway Fog Signals	Document provides guidance on the supply, control and disposal of railway fog signals
GOGN3518 <sup>Note 4</sup>	Guidance Note: Incident Response Planning and Management	Document gives guidance on interpreting the requirements of RGS GORT3118
GORT3215	Requirements for WON, PON and Sectional Appendix	Document mandates requirements for the production of information related to engineering work, alterations to track and signalling arrangements, local operating instructions and localised amendments to National Operations Publications
ATOCGP007 <sup>Note 4</sup>	ATOC Train Operators Safety Group Good Practice Guide - Selection and Management of Contractors	This Guide provides advice on the selection and management of contractors and other outside parties undertaking work on company premises so as to properly control the risks arising from such work to customers, staff, members of the public and contractors.

Note : Current Railway Safety and Standards Board Guidance Notes can be viewed and downloaded at: [www.rgsonline.co.uk](http://www.rgsonline.co.uk)

**Network Rail Standards**

NR/L1/FIR/100	Company Fire Safety Handbook (formerly NR/CS/FIR/100)	<p>Network Rail's Fire Safety Policy mandates requirements applicable to the control of risks arising from fire to the safety of Network Rail workforce, contractors, customers, assets and business activity.</p> <p>This policy is supported by a suite of Level 3 standards for use by the Local Manager nominated as the Person Responsible for Fire Safety (PRFS) within all staffed and un-staffed premises and for those managers responsible for sections of Network Rail Controlled Infrastructure.</p> <p>This policy applies to all Network Rail employees, or contractors, and premises occupied or managed by Network Rail, together with the Network Rail Infrastructure.</p>
NR/L1/OHS/051	Drugs and Alcohol (formerly NR/CS/OHS/051)	The purpose of this standard is to set out Network Rail's policy and related implementation arrangements to control the risks of employees and contractors working for or on behalf of Network Rail being unfit through drugs or alcohol at work. It is designed to deliver compliance with the requirements of the Transport and Works Act 1992, Network Rail's Railway Safety Case and Railway Group Standard GE/RT8070 Drugs and Alcohol.
NR/L1/INI/CP1010	Policy on Working Safely in the vicinity of Buried Services	To set out Network Rail's policy and related implementation arrangements for employees and contractors to be able to work safely in the vicinity of buried services. The objective is to reduce the risk of a buried services strike or near miss incident.
NR/L1/INI/PM/GRIP/100	Governance for Railway Investment Projects (GRIP) – Policy Manual	This Network Rail standard specifies the GRIP Lifecycle, its stages, Stage Gate Reviews and Peer Reviews. This standard is applicable to all enhancement and renewal projects that affect the operational railway or are carried out in a High Street Environment (for example, car park developments) where Investment Approval is required, as defined within IR01, Investment Regulations.
NR/L1/RMVP/0001	Network Rail's Plant and Traction and Rolling Stock (T&RS) Policy	This policy identifies the minimum engineering requirements for all technical and engineering activities related to Plant and Traction and Rolling Stock (T&RS) assets where Network Rail has an engineering responsibility.
NR/L2/OHS/005	High Street Environment and conditions for work outside	The purpose of this standard is to specify the requirements for the segregation of work activities on, or adjacent to, Network Rail Managed

	Network Rail controlled infrastructure (formerly NR/SP/OHS/005)	Infrastructure (NRMI) from railway operations. NR/L2/OHS/005 applies to work which can be segregated from railway operations in such a way that safety risks cannot be transferred from the site of work to the operational railway and vice versa.
NR/L2/INV/002	Accident and Incident Reporting and Investigation (and Supporting Work Instructions and Guidance)	<p>The purpose of this Network Rail standard is to mandate the use of the Reporting and Investigation Manual in order to provide a consistent, comprehensive and structured process:</p> <ul style="list-style-type: none"> <li>• for the reporting of accidents and incidents;</li> <li>• for the investigation of accidents and incidents in order to prevent, or reduce the risk of, their recurrence, without apportioning blame or liability;</li> <li>• that enables information obtained from investigations to be shared with, and used by, organisations with a direct responsibility for maintaining, or improving railway safety.</li> </ul> <p>This standard and the Level 3 standards forming the Reporting and Investigation Manual apply to:</p> <ol style="list-style-type: none"> <li>a) Events occurring on Network Rail Managed Infrastructure (NRMI);</li> <li>b) Events that do not occur on NRMI but which cause, or have the potential to cause, an increase in risk on NRMI;</li> <li>c) Events occurring on Network Rail managed stations;</li> <li>d) Accidents involving Network Rail employees whilst on duty, including whilst travelling in road vehicles (whether owned, hired or leased by Network Rail);</li> <li>e) Accidents involving employees of contractors whilst undertaking work for Network Rail;</li> <li>f) Enforcement action taken by the Office of Rail Regulation or other enforcing authority concerning issues relating to operations or activities on or affecting NRMI and Network Rail managed stations;</li> <li>g) The specification applies to Judicial Inquiries, RAIB Investigations, Network Rail led Formal and Local Investigations, and investigations led by other Railway Group members.</li> </ol>
NR/L2/AIF/1020	Buried Services Data Provision (formerly NR/L2/AMG/1020)	Standard that defines a consistent method for obtaining buried services search information before work commences on site.
NR/L2/INI/CP1030	Working Safely in the Vicinity of Buried Services	Standard that identifies the process for a consistent method of planning a safe system of work and how to work safely with these assets when on site.
NR/L2/AIF/1040	Buried Services Data Feedback (formerly NR/L2/AMG/1040)	To identify the process for the supply of as-built buried services drawings/plans following completion of ground disturbance work on Network Rail infrastructure. The feedback of buried services drawings/plans is a safety essential requirement to be able to advise workers who may undertake further ground disturbance work at the same location and to protect the assets for the future.
NR/L2/INI/CP0047	Application of the Construction Design and Management Regulations to Network Rail Construction Works	The purpose of this standard is to detail the process to be implemented to demonstrate compliance with the Construction (Design and Management) Regulations for all Network Rail construction works.
NR/L2/CTM/014	Competence & Training In Overhead Line Engineering (formerly NR/SP/CTM/014)	This specification sets out the minimum requirements for the training and assessment of people who undertake OLE work that may effect the operational safety of Network Rail controlled infrastructure. It defines processes that shall be implemented and the standards that shall be achieved to ensure that personnel who undertake OLE work are competent to perform the work.

NR/L2/CTM/021	Competence & Training In Track Safety	This specification sets out the minimum requirements for the training and assessment of individuals who undertake Track Safety duties on Network Rail controlled infrastructure. It defines processes that shall be implemented and the standards shall be achieved to ensure that people who are required to go on or near the line are competent.
NR/L2/CTM/205	Competence and Training for the Maintenance of Traction and Rolling Stock and On Track Machines	<p>Defines the minimum requirements for the training and assessment of individuals required to undertake maintenance and/or overhaul work on Traction and Rolling Stock (T&amp;RS) and On-track machine (Including modules on-track plant, which have been deemed to be T&amp;RS assets in order to reduce ambiguity and complexity), which are owned, hired and/or leased by Network Rail, or where Network Rail has an engineering responsibility.</p> <p>This standard applies to any individual who undertakes maintenance, fault finding, repair and overhaul activities of any assets for which Network Rail has engineering responsibility, unless the employer is able to demonstrate fundamental equality in the assurance of an individual's competence by using an alternative system.</p>
NR/L2/MTC/PL0056/ Appendix A	Work and Possession Planning for the Railway Infrastructure (Meetings Management Pack)	Document detailing Possession Planning meetings.
NR/L2/OHS/00120	Pre-employment, pre appointment and periodic testing for Drugs and Alcohol	This procedure sets out the arrangements for routine and pre-appointment medical testing for drugs and alcohol for employees in support of Network Rail's drugs and alcohol policy. The document has been updated to remove "instant" drug testing arrangements for the time being, as the equipment to undertake this kind of testing is not yet available.
NR/L2/OHS/018	Supplier requirements for the approval of medical assessments and Drug and Alcohol Screening and Certification	This document details the minimum requirements for supplier competence, testing, Chain of Custody procedures to be followed and minimum qualification requirements for Occupational Health Practitioners carrying out the medical and screening processes. It also specifies the standard of certification to be issued and the notification of records to the NCCA (National Competency Control Agency).
NR/L2/OHS/019	Safety of People Working On or Near the Line (NR/SP/OHS/019)	<p>To control the risks to personnel from train movements by requiring effective planning of on track activities and establishing a hierarchy of protection and warning methods. To specify the requirements for establishing and publishing details of Green Zone availability and prohibitions on Red Zone working. To support the requirements of the Rule Book by requiring effective safe systems of work to mitigate the risk of people being struck by trains.</p> <p>This specification applies in respect of all work (including walking as a group) on or near the line for Network Rail, outside parties and their contractors and sub- contractors. It also applies to all work done either individually by a Controller of Site Safety (COSS) or Individual Working Alone (IWA) or by groups under the control of a COSS who may also be a Protection Controller (PC).</p>
NR/L2/OHS/020	Track Visitor Permits (formerly RT/LS/S/020)	Specification sets out the arrangements for the issue and control of Visitor Permits in accordance with Railway Group Standard GE/RT8067 to people without Personal Track Safety (PTS) certification.
NR/L2/OHS/021	Personal Protective Equipment and Work Wear	Standard which specifies the minimum standards and requirements for Personal Protective Equipment (PPE) and Work Wear to be worn

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	(PPE) (formerly NR/SP/OHS/021)	when working on Network Rail infrastructure.
NR/L2/CTM/011	Competence and Training in Track Engineering	This specification sets out the minimum requirements for the training and assessment of people who undertake track engineering work that may affect the operational safety of Network Rail controlled infrastructure. It defines processes that shall be implemented and the standards that shall be achieved to ensure that personnel who undertake track engineering work are competent to perform the work.
NR/L2/RSE/015	Network Rail Acceptance Panel	The purpose of this standard is to define the purposes of Network Rail Acceptance Panel, as described in Network Rail's Health and Safety management System.
NR/L2/MTC/006	Maintenance and Contents of a Hazard Directory	This specification relates to hazards on Network Rail's controlled infrastructure, access points and other locations (e.g. stations and sidings) on the rail infrastructure. Hazards listed in the directory shall be of a permanent or semi-permanent nature, not of a temporary nature e.g. missing drain cover. Such temporary hazards should be notified to Network Rail staff and contractors responsible for their repair.
NR/L2/INI/02009	Engineering Management for Projects (formerly NR/SP/BUS/02009)	The purpose of this standard is to describe the processes and roles and responsibilities of staff responsible for the management of the technical and engineering requirements of projects for and on behalf of Network Rail.
NR/L2/NDS/202	Engineering Access & NDS Supplied Resources	Improved efficiency of access and resource planning change control and better alignment of resource and access planning activities. Covers overall responsibilities of NDS, Investment Projects, Asset Management and Network Operations in the planning process.
NR/L2/NDS/203	Loading and Securing of Infrastructure Traffic (formerly NR/CS/OPS/071)	To mandate the process for publishing loading patterns and the associated training courses and competence assessment procedures, for infrastructure traffic.
NR/L2/INI/CP0043	Requirements for the Safety Management of Third Party Works (formerly RT/LS/P/043)	This Standard sets out requirements for the application of equivalent controls to be established when external bodies (herein referred to as "Third Parties") wish to specify, manage and/or deliver infrastructure projects upon Network Rail's Managed Infrastructure, and where the works is on the Network Rail Managed Infrastructure, a Network Rail licensed Principal Contractor is employed.
NR/L2/INI/CP0061	Access through Land Belonging to an Outside Party	This standard should be adhered to when an outside party has been identified as having an interest in the delivery of any project. The standard identifies how the delivery team will manage outside interests, what is required from the delivery team during the life cycle of the project and finally where and when the standard must be used.
NR/L2/INI/CP0070	Supplier Licensing (formerly NR/L2/CPR/202)	NR/L2/INI/CP0070 specifies: a) specify the arrangements for the licensing of Principal Contractors and Rail Plant Operating Companies in Possessions. b) describe the means by which Network Rail obtains assurance that all reasonably practicable steps have been taken to appoint such specifically competent and adequately resourced suppliers. c) describe how suppliers maintain the validity of their licence(s).
NR/L2/TEL/30151	Design and Installation of Station Cabling	NR/L2/TEL/30151 specifies the requirements applicable to all parties engaged in the design or installation of new works on telecoms cables or cable routes over which services are operated on station infrastructure that is managed or leased by Network Rail, including franchised stations. This standard applies to all new installations.
NR/L2/INI/PM/GRIP/101	Governance for Railway Investment Projects (GRIP) – Project Management	This Network Rail standard specifies: • the Project Management Products that are delivered for projects that need to adhere to

		<p>GRIP;</p> <ul style="list-style-type: none"> <li>• high level GRIP Project Management-specific process maps for projects;</li> <li>• the conduct of Stage Gate and Peer Reviews.</li> </ul> <p>The standard is applicable to all Enhancement and Renewals projects that adhere to GRIP. It supports NR/L1/INI/PM/GRIP/100, which specifies which projects GRIP is applicable to.</p>
NR/L2/CIV/003	Engineering Assurance of Building and Civils Engineering Works (formerly NR/SP/CIV/003)	The purpose of this Standard is to define engineering assurance requirements for design and construction of Building and Civil Engineering Works.
NR/L2/ELP/27311	Engineering Assurance Requirements for Design and Implementation of Electrical Power Engineering Infrastructure Projects	The purpose of this standard is to control the risk to Network Rail's infrastructure and railway operations that may arise as a result of any changes to electrical power assets by mandating an engineering assurance process.
NR/L2/SIG/30003	Engineering Assurance Arrangements for Signalling Engineering Schemes and Services	This document describes the engineering assurance processes for changes to Signalling Infrastructure or changes to other parts of the railway infrastructure which may impact on the continued safe operation of the signalling system.
NR/L2/TEL/30022	Engineering Assurance Arrangements for Communications Engineering Schemes and Services	To define procedures for the technical acceptance requirements for changes to the infrastructure to telecommunications schemes and services.
NR/L2/TRK/2500	Engineering Assurance Arrangements for Track Engineering Projects	This document describes the engineering assurance processes for changes to Track Infrastructure.
NR/L3/CIV/140	Model Clauses for Civil Engineering works – Section 10 General Appendix (formerly NR/SP/CIV/140)	The purpose of the standard is to define the requirements for the use of Model Clauses for specifying Civil Engineering Works. The scope relates to all Civil Engineering Works undertaken on Network Rail owned or managed structures and Shared structures.
NR/L3/INV/0101	General requirements for the reporting of accidents, incidents and occupational ill health	<p>NR/L3/INV/0101 provides a consistent, comprehensive and structured process for the reporting of accidents, incidents and occupational ill health and is applicable to:</p> <ol style="list-style-type: none"> <li>a) events occurring on Network Rail Managed Infrastructure (NRMI);</li> <li>b) accidents involving Network Rail employees whilst on duty and not occurring on NRMI including whilst travelling in road vehicles (whether owned, hired or leased by Network Rail);</li> <li>c) accidents involving employees of contractors whilst undertaking work for Network Rail;</li> <li>d) accidents to members of the public occurring on NRMI.</li> </ol>
NR/L3/INV/0206	Investigations led by other Railway Group Members	<p>NR/L3/INV/0206 provides a consistent, comprehensive and structured process, applicable to all local and formal investigations undertaken in accordance with GO/RT3119, where the lead organisation is other than Network Rail but where Network Rail should, in accordance with GO/RT3119, be invited to participate in the investigation or is requested to provide information or witnesses.</p> <p>This standard only applies to events occurring on or affecting Network Rail Managed Infrastructure (NRMI).</p>
NR/L3/INV/0113	Statutory reporting of accidents, incidents and occupational ill health	Requirements for the statutory reporting of accidents and incidents to RAIB, ORR/HMRI and, where appropriate (especially in the case of corporate offices) the local enforcing authority, e.g. the local council.
NR/L3/INI/CP0044	Work Package Planning Process	NR/L3/INI/CP0044 defines the contents and acceptance criteria regarding the provision of sufficient information to on site staff to enable them to manage the risks of the work activity. The

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		<p>process includes three stages, namely: a) Construction Phase Plan (that will be part of the overall project management plan); b) Work Package Plan; c) Task Briefing.</p> <p>The Work Package Planning Process is mandatory on all physical work undertaken on behalf of Network Rail Investment Projects.</p>
NR/L3/MTC/SE0115	Confined Spaces Working and Entry Procedure (NR/PRC/MTC/SE0115)	This procedure defines the actions and controls to be applied before entering any Confined Space, to ensure the work can be carried out safely and without risk of injury or death.
NR/L3/INI/CP0036	The Provision of Welfare Facilities (NR/PRC/MPI/CP0036)	The purpose of this standard is to specify the process required whereby all personnel working on Network Rail Managed Infrastructure are provided with welfare facilities that are clean, properly maintained and fit for purpose. This standard interprets the Construction (Design and Management) Regulations 2007 and other applicable Health and Safety legislation.
NR/L3/INI/CP0046	The Reporting and Investigation of Accidents and Incidents within Investment Projects and Asset Management Works Delivery	This standard outlines the process to be followed to achieve compliance with NR/L2/INV/002 and the supporting standards and guidance note within the Reporting and Investigation Manual for the reporting and investigation of accidents and incidents occurring during work managed by Network Rail's Investment Projects and Asset Management Works Delivery. The requirements contained within the standard apply to all projects regardless of their current GRIP stage.
NR/L3/CIV/160	The Design of Car Parks for Railway Stations and Depots	The purpose of the standard is to provide direction and guidance on the design of car parks for railway stations and depots.
NR/L3/INI/CP0073	Supplier Licensing Requirements	This standard sets out the management system requirements for suppliers prioritised by Network Rail for either a Principal Contractor Licence (PCL) or a Rail Plant Operating Company in Possessions Licence (POL). This standard has been developed to bring together the requirements for suppliers engaged in contracts directly with Network Rail, either as a Principal Contractor or as a Rail Plant Operating Company in Possessions Licence holder.
NR/L3/MTC/RCS0216	Risk Control Manual (formerly NR/L3/MTC/0001-0012)	This standard provides the index and version control of Risk Control Sheets for General Activities, General Hazards, General hazards Environment (NEW) Small Plant, Mobile Plant, Live Working and Functional activities (Track/Signalling/etc) within Maintenance. Each Risk Control Sheet provides in a consistent format (described in NR/L3/MTC/SE0116 - Work Activity Risk Management) a summary of the key hazards and controls identified within a standard Work Activity Risk Assessment. They standardise safe working arrangements across Network Rail's Maintenance function. The RCS format is the preferred means to communicate risk controls to work teams.
NR/L3/INI/CP0064	Delivering Work within Possessions	<p>This Standard identifies linked procedures and systems to be followed for projects to be delivered by Investment Projects (IP) and Asset Management (AM) Renewals to:</p> <ul style="list-style-type: none"> <li>a) analyse and RAG the complexity of all work sites within a possession;</li> <li>b) select the correct commercial strategy which is coherent with the Asset and the Category commercial strategies;</li> <li>c) assess the capabilities of potential suppliers in a consistent, fair and transparent manner;</li> <li>d) expedite resource such that resource provision does not become a constraint to delivery;</li> <li>e) create work and operational contingency plans to cater for overruns of work site</li> </ul>

		<p>leading to possession overruns;</p> <p>f) carry out readiness reviews and Quantitative Schedule Risk Assessment (QSRA) in a timely manner prior to start on site;</p> <p>g) select and allocate competent Site / Construction management resources to each work site based upon the complexity and priority;</p> <p>h) select and use the tool to measure progress of the work site;</p> <p>i) understand the escalation route for communication of work site progress and protocol for onward communication to customers and media.</p> <p>Standard covers all work being executed by NR, its Contractors and Third Parties/Outside Parties within a possession or isolation but does not include emergency works.</p>
NR/L3/OCS/084	Line Clear Arrangements following Engineering Works in Axle Counter Areas – Line Clear Verification (LCV) Process	This standard defines the requirements for the application of the LCV process on axle counter areas on Network Rail infrastructure. This LCV process shall be adopted on all lines where train detection is achieved by axle counters, unless safety validation achieved through Network Rail Acceptance Panel or System Review Panel determines that an LCV process is not required.
NR/L3/INI/CP0078	Working on or Adjacent to the Conductor Rail	This standard identifies a process, to be followed by Network Rail and its contractors, when planning and undertaking work on or adjacent to conductor rail(s) within Investment Projects and the project delivery arm of Asset Management. This standard is applicable to both third / fourth rail systems and applies to Investment Project and Asset Management staff, managers and contractors who are planning / preparing to perform, or are currently working on or adjacent to, a live conductor rail.
NR/SP/CIV/087	Management of Existing Buildings and Station Structures (formerly RT/CE/S/087)	This defines the requirements for the management of existing buildings and station structures on, over or under Network Rail's infrastructure such that there is no unacceptable risk to safety as a result of their condition, use or location.
NR/PRC/MPI/CI0058	Controlling The Risk of Earthwork Instability During MP&I "Civils" Excavation Works	The purpose of this procedure is to standardise measures to control the risk of earthwork instability during MP&I Civils excavation works. A standard approach is defined for determining when a Temporary Works Design is required on projects involving excavations within or adjacent to embankments or cuttings. It also identifies a requirement to use the Work Package Planning Process, as defined in Network Rail Company Standard NR/PRC/MPI/CP0044, to enable the clear communication of Temporary Works Design assumptions and requirements to the construction workers.
NR/SP/ELP/29987	Working on or about 25 kV A.C. Electrified Lines (RT/E/S/29987)	NR/SP/ELP/29987 comprises a suite of thirteen modules. The specification includes the responsibilities of persons required to work on, or so near to, electrified lines that danger may arise. Further requirements are contained in Rule Book GE/RT8000, (Modules AC1, AC2 and AC3).
NR/SP/OHS/050	Sentinel Scheme Rules	The purpose of this document is to define the procedure and the mandatory requirements associated with NCCA and the Sentinel Scheme Rules. Sentinel scheme rules apply to all competencies covered by the scheme and all individuals who hold associated competencies.

<b>GUIDANCE NOTES</b>		
NR/GN/INI/001 Note 4	Guidance on the Management of Door to Door Work and Travel Time	This Guidance Note identifies Network Rail's minimum expectations with regards to employers discharging their duty of care under the Health & Safety at Work Act 1974 relating to the management of work and travel time.

Note: Network Rail Standards are available by subscription from IHS (Technical Indexes Ltd), Tel: 01344 328039, or go online at:

[www.uk.ihs.com/products/standards/network-rail-company-standards.htm](http://www.uk.ihs.com/products/standards/network-rail-company-standards.htm).

***Notes regarding all of the above listings of Legislation and Standards***

Note 1: The above lists are not exhaustive.

Note 2: The Contractor is responsible for arranging and undertaking the required level of briefing (i.e. technical and awareness) to all affected parties. Arrangements for such briefings shall be in accordance with the Contractor's own processes and procedures.

Note 3: Under Contractor Licensing conditions, the Contractor is required to have processes in place to identify new and revised Legislation, Group and Network Rail Standards.

Note 4: Items marked <sup>Note 4</sup> denote documentation that has been written to provide guidance. Compliance with such documentation cannot be enforced, however the Contractor is advised to consider and comply with the information contained within such guidance documentation.

## 2 Permissions

- 2.1 The Contractor shall seek permission, in writing, from the Employer's Representative prior to undertaking the following:

### ***Access to sub-stations, electrical switchrooms, telecom or signal equipment rooms, and areas with gas fire protection systems***

1. The Contractor shall not work in such rooms without written authority from the Employer's Representative. The Contractor shall give the Employer's Representative not less than 28 days written notice, separately for each site, of their intended presence on the Site. He shall submit to the Employer's Representative for his approval details of the nature and duration of the work, methods of isolation (where required) and the number and location of their personnel scheduled to be on the Site. The Contractor shall operate a Permit to Work system for these sites.

### ***Prohibition on the use of explosives***

2. The Contractor shall not use explosive and explosive devices, including track detonators and bolt guns, except as may be specifically permitted in the Contract or as approved by the Employer's Representative and then only with the appropriate control and accounting mechanisms in place.

### ***Use of radios, electrical equipment and mobile telephones***

3. Radio transceivers, mobile phones and data transmission devices which can cause distraction or interference with safety critical railway systems shall not be used on or adjacent to the line or near open signalling equipment cabinets, without the written approval of the Employer's Representative. A written request shall be submitted 14 days before the proposed use of such radio equipment and must include the following information:
  - a) the output power;
  - b) the licence number allocated by the Department of Trade and Industry; and
  - c) the allocated frequency.

### ***Movement and storage of materials, plant and equipment***

4. Due to structural limitations or surface finishes, movement and storage of materials may be restricted. In carrying out route surveys and agreeing installation methods, the Contractor shall ascertain any such limitations. The Contractor shall not undertake any lifting, transportation or storage of heavy items through the Employer's railway, any station or public areas or use any existing structural member as a lifting or tie-back point without the prior written approval of the method of working by the Employer's Representative. The Contractor shall give the Employer's Representative the floor loadings to be imposed when moving or storing heavy plant or materials. At least 14 days notice of such work shall be given in writing.
5. In addition the Contractor shall not surcharge existing retaining walls. All vehicles, plant and materials shall be positioned at least 3 metres away from the back faces of such walls, unless specifically allowed by the Employer's Representative.
6. The Contractor may only convey loads (other than hand-held loads) on escalators and in lifts when not in use by the public and after prior written authority from the Employer's Representative has been obtained for their movement.

*Note: The above does not constitute a comprehensive listing of all instances where the Contractor is required to seek permission from the Employer's Representative. Further requirements are to be found in the Network Rail Standards and other Contract documents.*

### **3 Statutory Notices**

- 3.1 The Contractor shall provide the Employer's Representative with copies of any statutory notices received by the Contractor in relation to the Works within one working day of receipt of such notice, including, without limitation, notices from the Health and Safety Executive, the Office of Rail Regulation, local authorities, environmental agencies, utility companies, or any other government agency, and particularly any improvement or prohibition notices. The Contractor shall then keep the Employer's Representative fully informed regarding any actions proposed by the Contractor to address the notice.

### **4 Reporting of Accidents or Incidents**

*For Investment Projects include the following:*

- 4.1 Contractors undertaking work activities on behalf of Investment Projects shall immediately report accidents and incidents that are a danger to trains to the appropriate signaller in accordance with the requirements of the Rule Book (GE/RT8000). In addition, all accidents and incidents shall also be reported in accordance with the requirements contained in Network Rail Standard NR/L3/INI/CP0046 and to the Network Rail Asset Management Control Centre (AMCC) on 01908 723500.

*For Maintenance contracts include the following:*

- 4.2 Contractors undertaking work activities on behalf of Operations & Customer Services and Infrastructure Maintenance shall report accidents and incidents that are a danger to trains to the appropriate signaller in accordance with the requirements of the Rule Book (GE/RT8000). In addition, all accidents and incidents shall also be reported in the format required by the Employer's Representative in line with Network Rail Standard NR/L3/INV/0101, as well as to the following Integrated Control Centre:

*Select the relevant ICC and delete all others*

Network Rail Asset Management Control Centre	-	01908 723500
Network Rail Anglia	-	0207 979 3600
Network Rail Kent	-	0207 979 3777
Network Rail London North Eastern	-	01904 718031
Network Rail Midland & Continental, Derby	-	01332 442400 / 442312
Network Rail HS1 Kent	-	01233 739420
Network Rail London North Western (South)	-	0121 345 6540
Network Rail London North Western (North)	-	0161 880 1300 / 1301
Network Rail London North Western (Sandhills)	-	0151 702 1551
Network Rail Scotland	-	0141 335 2020
Network Rail Sussex	-	0207 979 3801
Network Rail Wessex	-	0207 979 3901
Network Rail Western	-	01793 389201
Network Rail Wales	-	029 2092 0658

### **5 Periodic Safety Reports**

- 5.1 Not more than one working day after the end of each Agreed Rail Industry Period the Contractor shall provide the Employer's Representative with an electronic copy of their Periodic Safety Report in the format, and containing the information, detailed in Appendix A at the end of this document.

## Health and Safety – Contract Specific

*For Investment Projects include the following:*

### 6 Network Rail Principal Contractor Licence

- 6.1 Where the Contractor holds a Principal Contractor Licence awarded by Network Rail, the Contractor shall maintain such licence for the duration of the Contract. Any failure to maintain such licence may result in the Contractor being charged for additional safety supervision by the Employer.

### 7 Pre-Construction Information Pack

- 7.1 The health and safety matters specific to this Contract are contained in the Pre-Construction Information Pack which is provided herewith on the following ?? pages. All of the matters contained in it shall be taken into account by the Contractor when developing its Construction Phase Plan, Site Rules, Work Package Plans and Task Briefing Sheets, and during the actual execution of the Works.

*For Maintenance contracts include one of the following:*

### 8 Work Package Plans – For projects

- 8.1 The Contractor shall produce a Work Package Plan for the Works in the format detailed in Network Rail Standard NR/L3/INI/CP0044. All of the matters relating to the safe execution of the Works and any site specific information available to the Contractor or provided by the Employer shall be taken into account by the Contractor when producing Work Package Plans. Work Package Plans must be submitted to the Employer's Representative for acceptance at least 21 days prior to the commencement of any work on site.
- 8.2 All of the matters contained in Work Package Plans shall be taken into account by the Contractor when developing the site/job specific Task Briefing Sheets and during the actual execution of the Works.

### 9 Work Package Plans – For frameworks

- 9.1 The Contractor shall produce generic and site-specific Work Package Plans for the Works in the format detailed in Network Rail Standard NR/L3/INI/CP0044. All of the matters relating to the safe execution of the Works and any site specific information available to the Contractor or provided by the Employer shall be taken into account by the Contractor when producing Work Package Plans. Work Package Plans must be submitted to the Employer's Representative for acceptance at least 21 days prior to the commencement of any work on site.
- 9.2 All of the matters contained in site-specific Work Package Plans shall be taken into account by the Contractor when developing the site/job specific Task Briefing Sheets and during the actual execution of the Works.

## Quality

### 1 General

- 1.1 Unless otherwise agreed in writing by the Employer's Representative, the Contractor shall maintain an auditable documented quality management system (QMS) and quality plan (QP) for this Contract, either certified to BS EN ISO 9001:2008, or sufficient to meet the requirements of this standard to the satisfaction of the Employer's Representative. The Contractor shall notify the Employer's Representative of any material changes to his QMS.
- 1.2 The Contractor shall provide the Employer's Representative with details of any significant failures revealed at either internal or third party audit of the Contractor's QMS or QP for this Contract and also allow the Employer's Representative to carry out similar audits if he so requires. The Contractor shall provide access to all staff, premises and records as necessary to assist the Employer's Representative in such audits.

### 2 QA Classification of Products

- 2.1 In accordance with Network Rail's QA Policy Statement 2011 (available at <http://www.networkrail.co.uk/supplier-quality-assurance.aspx>), where the Specification and/or Product Acceptance Certificates specify quality assurance classifications (QA1 to QA5) for certain products to be used in the Works, if the Contractor is the manufacturer of such products he shall comply with the specified level of quality assurance required for each product and allow Network Rail access to carry out its quality assurance checks. Where such products are being supplied to the Contractor by others, the Contractor shall be aware of the foregoing requirements and through its contract for such supply help facilitate Network Rail's quality assurance checks as necessary.

*For Investment Projects include the following:*

### 3 Contract Specific

- 3.1 In addition to the general requirements detailed above the Contractor shall comply with Network Rail Standard NR/L3/INI/CP0028 and provide and maintain their QP and Quality Reports for this Contract in accordance with the Network Rail templates NR/L3/INI/CP0028/01 and NR/L3/INI/CP0028/02.

## Environment

### 1 Legislation and Standards

1.1 The Contractor shall comply with all applicable environmental:

- European Union (EU) Directives;
- Legislation;
- Group Standards;
- Railway Safety and Standards Board (RSSB) Guidance Notes; and
- Network Rail Standards;

including, without limitation:

#### EU Directives, Legislation, Approved Codes of Practice and Guidance Notes

Ancient Monuments and Archaeological Areas Act
Clean Air Act
Clean Neighbourhoods and Environment Act
Climate Change Act
Contaminated Land Regulations
Control of Pollution Act
Control of Pesticides Regulations
Environment Act
The Environmental Damage Regulations
Environmental Protection Act
Environmental Permitting (England and Wales) Regulations
Ground Water Regulations
Hazardous Waste Regulations
Landfill Regulations
National Heritage Act
Packaging Waste Regulations
Protection of Badgers Act
Pollution, Prevention and Control Regulations
Registration, Evaluation, Authorisation and Restriction of Chemicals Regulations (REACH)
Road Traffic Act
Town and Country Planning Act
Waste Industry Act
Waste (England and Wales) Regulations
Waste (Scotland) Regulations
Water Resources Act
The Water Environment and Water Services (Scotland) Act
Waste Electrical and Electronic Equipment Regulations (WEEE)
Wildlife and Countryside Act
Mandatory requirements of the relevant local planning, highways, environmental health or other statutory authority or agency

#### Network Rail Standards

NR/L2/ENV/015	Contract Requirements – Environment
NR/L3/INI/CP0050	Environmental Performance Indicators

Note : Network Rail Standards are available by subscription from IHS (Technical Indexes Ltd), Tel: 01344 328039, or go online at:

[www.uk.ihs.com/products/standards/network-rail-company-standards.htm](http://www.uk.ihs.com/products/standards/network-rail-company-standards.htm).

**2 ERA, EMP and IRP**

- 2.1 The Contractor shall take particular cognisance of Network Rail Standard NR/L2/ENV/015 and the need to produce an Environmental Risk Assessment (ERA), Environmental Management Plan (EMP) and Incident Response Plan (IRP) as appropriate for the Works and required by this standard.

**3 Reporting of Environmental Incidents**

- 3.1 In accordance with the requirements contained within Network Rail Standard NR/L3/INI/CP0050, the Contractor shall report all environmental incidents that occur to the relevant control centre detailed above under the general health and safety paragraph headed "Reporting of accidents and incidents".

**4 Periodic Environmental Performance Reports**

- 4.1 Not more than one working day after the end of each Agreed Rail Industry Period the Contractor shall provide the Employer's Representative with an electronic copy of their Periodic Environmental Performance Report in the format, and containing the information, detailed in the environmental section of Appendix A at the end of this document.

**5 Contract Specific Requirements**

- 5.1 The Contractor shall comply with all of the contract specific environmental requirements included in the Pre-Construction Information Pack\* or Work Package Plan\* (*\* delete one or other as appropriate*) included elsewhere in this document.

**or**

*Detail here any contract specific environmental requirements that the Contractor needs to address.*

**Appendix A - Periodic Safety and Environmental Report**

*Attach a suitable document.*