Risk Assessment - Task Risk Assessment : Lifting/Packing Dipped Joints

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Part of the generic suite of risk assessments for 'standard' tasks undertaken by the P-way
Dept : Lifting and Packing of Dipped Joints

Department: Permanent Way
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Personal Injury

Type	Hazard Cause	Persons Affected	Control Measures	L S T Overall	Additional Control Measures	L S T Overall	Owner/Action
Health and Safety	Musculoskeletal injury Lifting and carrying of heavy equipment	Volunteers & Staff	1) CRITICAL - Engineering: Good housekeeping - tools to be kept away from walking routes or working areas unless they are in use. This is to help prevent trip hazards. - Effective 2) CRITICAL - Engineering: Correct tools (i.e. jacks and Robels) to be used for the process. Tools to be checked over prior to use. - Effective 3) CRITICAL - Administrative: Training leaflet as part of the 'How To...' suite of guides has been created and distributed to all P-way staff showing how to correctly lift and pack joints by hand. - Effective 4) CRITICAL - Administrative: All volunteers in the department to have watched the 'Manual Handling' training video on the Portal and completed the quiz questions. They are reminded to be careful in their approach to the carrying and careful use of the equipment and to pace themselves as necessary as so not to rush. - Effective 5) Administrative: The distance the jacks, Robels and other tools need to be carried to the worksite should be minimised where possible. The pathway should be clear of obstructions and as flat as possible. - Effective 6) CRITICAL - Administrative: Only volunteers who have been trained to use power tools should do so. Tool User Guides have been created as part of the 'Machinery User Guides' suite of documents and copies of the full manufacturer operator manuals for all tools are available for download via the P-way library on the Volunteer Portal. - Effective 7) CRITICAL - Administrative: PTS rules apply at all times. - Effective 8) CRITICAL - PPE: Non-slip (i.e. grip) gloves should be worn when undertaking the work. - Effective	3 x 2 = 6 Medium - Risk to be minimised and controlled so far as is reasonably practical.	1) Administrative: First Response Team are available to call if required : 07395 448213 - Effective	3 x 2 = 6 Medium - Risk to be minimised and controlled so far as is reasonably practical.	n/a
Health and Safety	Working on a live railway Train operations	Volunteers & Staff	1) CRITICAL - Engineering: Joints should not be over-lifted (thus introducing an element of twist). - Effective 2) CRITICAL - Administrative: On operating days, an entry onto the Daily Ops Notices on the Sign-On system must be entered so train crew are aware of staff on and about the line. - Effective 3) CRITICAL - Administrative: PTS rules apply at all times. - Effective 4) CRITICAL - Administrative: A copy of the day's timetable is provided as part of the Daily Work Plan pack issued to the PIC. - Effective	2 x 2 = 4 Low - Risk to be monitored to ensure it remains adequately controlled to an acceptable level.	None	n n n	n/a

Type	Hazard Cause	Persons Affected	Control Measures	L S T Overall	Additional Control Measures	L S T Overall	Owner/Action
Health and Safety	Noise and Vibration Use of power tools (i.e. Robels)	Volunteers & Staff	1) CRITICAL - Substitution: Volunteers not involved with the operation of the power tools should stand a safe distance away. - Effective 2) CRITICAL - Engineering: PIC to appoint a 'Touch Lookout' when noisy machinery is used on a live line. - Effective 3) CRITICAL - Administrative: Training leaflet as part of the 'Machinery User Guides' suite of documents details the Noise and Vibration data for all of the power tools used by the P-way Department. All workers have been issued with, and signed for, copies of these documents. - Effective 4) CRITICAL - Administrative: Manufacture's user and operating guides available to all via the 'Documents' section on the Portal P-way library. - Effective 5) CRITICAL - Administrative: Only volunteers who have been trained and deemed as competent can use the power tools. - Effective 6) CRITICAL - PPE: Additional PPE to be worn : ear defenders. - Effective	2 x 2 = 4 Low - Risk to be monitored to ensure it remains adequately controlled to an acceptable level.	None	n n n	n/a

Affect on Operations

Type	Hazard Cause	Persons Affected	Control Measures	L S T Overall	Additional Control Measures	L S T Overall	Owner/Action
Health and Safety	Train operation Working between trains on a live railway	Volunteers & Staff	1) CRITICAL - Elimination: When changing sleepers through platforms, or Greet Tunnel, a Line Block with the controlling Signalman MUST be obtained. - Effective 2) CRITICAL - Engineering: Joints should not be over-lifted (thus introducing an element of twist). - Effective 3) CRITICAL - Engineering: Lifting and packing joints is a gang activity under the direction of a PIC, with at least one acting as a Lookout for approaching trains. - Effective 4) CRITICAL - Engineering: Lifting and packing of a joint to be planned by the PIC to be completed in a safe time envelope before the next train. - Effective 5) CRITICAL - Engineering: Line Blocks can be requested from the controlling Signalman if required. - Effective 6) CRITICAL - Engineering: Pan jacks may be left in-situ under the rail (but unpressurised) to allow a train to pass. - Effective 7) CRITICAL - Engineering: Robel jacks can be left in situ as long as the screw is below rail head level, else they must be withdrawn prior to the passage of a train. - Effective 8) CRITICAL - Engineering: Duff jacks must not be used on a live line, unless a Line Block is secured. - Effective 9) CRITICAL - Engineering: A Lookout must always be provided to warn the gang of approaching trains. - Effective 10) CRITICAL - Administrative: PTS rules apply at all times - Effective 11) CRITICAL - Administrative: The lifting and packing of joints is permitted to be undertaken on running days in accordance with the GWSR Rule Book. - Effective 12) CRITICAL - Administrative: Notice to be posted on the Daily Notice page of the sign-on system prior to 00:01 of the day in question. Details must include the type of work being undertaken and the location of the works. - Effective	2 x 2 = 4 Low - Risk to be monitored to ensure it remains adequately controlled to an acceptable level.	None	n n n	n/a
Operations	Risk of track buckling Working in extremes of heat	Everyone	1) CRITICAL - Elimination: If the rail temperature rises above 38degC, no track works which involve lifting the track is permitted. - Effective 2) CRITICAL - Engineering: Work on CWR track to be carefully planned in agreement with the TMM due to higher risk of buckling. - Effective	2 x 2 = 4 Low - Risk to be monitored to ensure it remains adequately controlled to an acceptable level.	None	n n n	n/a

Reference

Type	Hazard Cause	Persons Affected	Control Measures	L S T Overall	Additional Control Measures	L S T Overall	Owner/Action
Health and Safety	Additional reference Documentation	Volunteers & Staff	1) CRITICAL - Administrative: Also refer to Risk Assessment "Manual Handling and Fitting Track Components", ID: PER-44110-79 - Effective	1 x 1 = 1 Low - Risk to be monitored to ensure it remains adequately controlled to an acceptable level.	None	n n n	n/a

COSHH Assessments

There are no COSHH assessments associated with this risk assessment.

Ends