Risk Assessment - Task Risk Assessment : Changing of Track Components

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Version No: 1
Assessment Approver: Philip Moore

Part of the generic suite of risk assessments for 'standard' tasks undertaken by the P-way Dept : Changing of Track Components which includes, but is not limited to: fishplates, fishbolts, insulators, pads, clips and keys.

Department: Permanent Way
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Review Due Before: 12 May 2029
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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 tools and equipment	Volunteers & Staff	1) Elimination: The use of mechanised machinery should be considered and used where possible to eliminate musculoskeletal injuries. - Improvable 2) CRITICAL - Engineering: The distance the tools and materials 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 3) 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 4) CRITICAL - Engineering: 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 5) CRITICAL - Engineering: Correct tools to be used for the process. Tools to be checked over prior to use. - Effective 6) CRITICAL - Engineering: Unless advised by the TMM or the PIC, the components should be replaced like-for-like. - Effective 7) 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 change and fit track components. - Effective 8) 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 9) CRITICAL - Administrative: PTS rules apply at all times. - Effective 10) 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 - Elimination: A copy of the day's timetable is provided as part of the Daily Work Plan pack issued to the PIC. - 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	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 (e.g. impact wrench)	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, dust mask and eye protection - whichever is required for the task in hand. - 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
Operations	Train operation Working between trains on a live railway	Volunteers & Staff	1) CRITICAL - Elimination: If works are planned to be undertaken through platforms, or within Greet Tunnel, a Line Block with the controlling Signalman MUST be obtained. - Effective 2) CRITICAL - Engineering: The works should be planned by the PIC to be completed in a safe time envelope before the next train. - Effective 3) CRITICAL - Engineering: Line Blocks can be requested from the controlling Signalman if required. - Effective 4) CRITICAL - Engineering: Pan jacks may be left in-situ under the rail (but unpressurised) to allow a train to pass. - Effective 5) 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 6) CRITICAL - Engineering: Duff jacks must not be used on a live line, unless a Line Block is secured. - Effective 7) CRITICAL - Engineering: A Lookout must always be provided to warn the gang of approaching trains. - Effective 8) CRITICAL - Administrative: PTS rules apply at all times - Effective 9) CRITICAL - Administrative: The type of work to be undertaken should be checked against the GWSR Rule Book to see if it can be done on an operating day. If unsure, ask the TMM or the DOO for advise. - Effective 10) 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	Changes to track infrastructure Fitting of different or wrong type of components	Everyone	1) CRITICAL - Engineering: Components should only be replaced like-for-like unless instructed by the Track Maintenance Manager. - 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

Working in extremes of heat

Type	Hazard Cause	Persons Affected	Control Measures	L S T Overall	Additional Control Measures	L S T Overall	Owner/Action
Operations	Track movement Extremes of weather - summer heat (track expansion) and winter cold (track contraction)	Everyone	1) CRITICAL - Engineering: If the rail temperature rises above 38degC, track works should be carefully managed to avoid inducing track buckles. - Effective 2) CRITICAL - Engineering: If the rail temperature drops below 5degC, track works should be carefully managed to avoid inducing track contraction. - Effective 3) CRITICAL - Administrative: The Track Maintenance Manual allows for rail joints to be 'fly-fished' in the worst case scenario, without the need to reduce train speed as long as the joints are packed, inspected frequently and fully-bolted as soon as possible. - 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 2) CRITICAL - Administrative: Also refer to Risk Assessment "Mechanical Handling of Track Components", ID: PER-44517-47 - Effective 3) CRITICAL - Administrative: Also refer to Risk Assessment "Fishplate Maintenance", ID: PER-44220-93 - 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