Risk Assessment - Task Risk Assessment : Manual Manoeuvring of Rails

Reference No: PER-46061-83
Version No: 1
Assessment Approver: Philip Moore

Part of the generic suite of risk assessments for 'standard' tasks undertaken by the P-way Dept : Manual manoeuvring of rails - e.g. rolling out of Bullhead Rails and general moving of Flat Bottom Rails

Department: Permanent Way
Date Of Assessment: 08 February 2026
Review Due Before: 12 May 2029
Lead Assessor: Paul Fuller (Track Maintenance Manager)
Team: Kev Jarvis (Process Assurance), Colin Charman (Safety Director), Graham Willis (HR Director), Andy Stratford (P-way Saturday Team Leader), Jim Graham (P-way Wednesday Team Leader), Pete Lightfoot (P-way Safety Rep)

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. Barring of rails into position.	Volunteers & Staff	1) Elimination: The use of mechanised machinery should be considered and used where possible to eliminate musculoskeletal injuries. - Improvable 2) 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 3) CRITICAL - Engineering: Correct tools to be used for the process. Tools to be checked over prior to use. - Effective 4) CRITICAL - Engineering: The turning of rails should NEVER be done using a bar in the fishbolt holes. The correct rail turning bars should be used. - Effective 5) CRITICAL - Engineering: A single person should be selected as 'caller' to co-ordinate any lifting, rolling or moving of rails. - Effective 6) 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 7) 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 8) Administrative: The distance the tools and materials need to be carried to the worksite, as well as the distance the rail needs to be moved, should be minimised where possible. The pathway should be clear of obstructions and as flat as possible. - Improvable 9) CRITICAL - Administrative: PTS rules apply at all times. - Effective 10) CRITICAL - Administrative: Rails should never be moved, or attempt to be moved, by a single person. A rail can weigh in the region of 1 tonne. - Effective 11) 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

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 operations Working between trains on a live railway	Volunteers & Staff	1) CRITICAL - Elimination: Rails must not be removed from the running line on operating days/live railway operations. - Effective 2) CRITICAL - Engineering: If moving rails by hand or by machine and there is a risk of part of the machine and/or rail is likely to foul the running line, a Line Block or a Possession MUST be taken out before the works start. - Effective 3) CRITICAL - Administrative: PTS rules apply at all times - Effective 4) 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 3 = 6 Medium - Risk to be minimised and controlled so far as is reasonably practical.	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
Health and Safety	Track movement Extremes of weather - summer heat (track expansion) and winter cold (track contraction) - IN TRACK ONLY	Volunteers & Staff	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	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
Health and Safety	Personal Injury Heat stroke etc.	Volunteers & Staff	1) CRITICAL - Administrative: Volunteers to be reminded by the PIC that they should not undertake heavy lifting or shifting work if the heat is too much for them and that it is OK to ask for help. - 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	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