

Standard Category 1

S1801

Competence requirements for undertaking Civil Engineering Safety Critical Work

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1 Purpose

- 1.1 The purpose of this Standard is to ensure that any individual undertaking Safety Critical Work to a Civil Engineering Asset on London Underground (LU) Infrastructure has the required Competence. This includes any inspection, testing, incident response, maintenance, repair, alteration, or renewal which is defined as a Safety Critical Task or Safety Critical Work in accordance with the Railway and Other Guided Transport Systems (Safety) Regulations (ROGS), 2006, Railway Safety Publication 4 "Safety Critical Tasks Clarification of ROGS Regulations Requirements" and LU standard S1548 Safety Critical Work.

2 Scope

- 2.1 This standard applies to anyone undertaking Safety Critical Tasks or Safety Critical Work to a Civil Engineering Asset on LU Infrastructure. It applies to any individual who is responsible for allowing the continued or return to passenger service of a Civil Engineering Asset which provides direct or indirect support to the track or any lift, escalator or moving walkway following Safety Critical Tasks or Safety Critical Work.

Note: ORR has published guidance, clarifying the activities that should be regarded as Safety Critical (Railway Safety Publication 4 "Safety Critical Tasks Clarification of ROGS Regulations Requirements")

For consistency the requirements of ROGS Safety Critical Work are deemed to apply to lifts, escalators and moving walkways.

It also applies to any safety critical temporary works and the lifting of operational service restrictions associated with a Civil Engineering Asset on LU Infrastructure.

If Safety Critical Work on a Civil Engineering Asset can be inspected or checked and is inspected or checked, then the inspector or checker is undertaking a Safety Critical Task. However the person who carried out the Safety Critical Work (if different) is not considered to be undertaking a Safety Critical Task. If work is not inspected or checked or aspects of the work cannot be properly inspected or checked, the person carrying out the work is considered to be undertaking Safety Critical Work.

- 2.2 The Competence requirements apply to any individual employed by LU or any suppliers who undertake Safety Critical Tasks or Safety Critical Work to a Civil Engineering Asset on LU Infrastructure, regardless of the job title, grade or position.

Note: The Competence requirements from this standard should also apply to any "Critical To Safety" activities on LU Infrastructure where the risk is broadly equivalent to those Safety Critical Tasks or Safety Critical Work to a Civil Engineering Asset that are formally designated as 'Safety Critical' by ROGS. For example the inspection, construction or maintenance activity to structures above or adjacent to the permanent way e.g. overbridges, tunnels, retaining walls and cuttings that could significantly affect the health or safety of persons on the transport system.

3 Requirements

3.1 General

- 3.1.1 There is a requirement under ROGS to ensure that persons carrying out Safety Critical Work or Safety Critical Tasks have been assessed as being Competent and fit to do so. An accurate and up-to-date written record of a person's Competence and fitness to undertake Safety Critical Work shall be kept by the Employing Manager. This record shall be available for inspection by any authorised person on reasonable request. The Employing Manager shall have arrangements in place for monitoring the ongoing Competence, fitness and fatigue of individuals undertaking Safety Critical Work.
- 3.1.2 In all of the activities for which Competence is defined in this Standard, the Competent Person is the person responsible for stating that the continued operation or return to passenger service of a Civil Engineering Asset is allowed. This activity may not necessarily involve the Competent Person carrying out any Safety Critical Work personally but the level of supervision and/or the ability to check or inspect the work undertaken shall be such that the Competent Person can confidently allow the continued operation or return to use of a Civil Engineering Asset to passenger service.

3.2 Competence Management System

- 3.2.1 LU and Suppliers who undertake Safety Critical Work to a Civil Engineering Asset on LU Infrastructure shall have a Competence Management System in accordance with the published guidance on developing and maintaining staff competence for use in the railway industry – Railway Safety Publication 1, Developing and Maintaining Staff Competence. The Competence Management System shall ensure that the competence of any individual undertaking Safety Critical Work to a Civil Engineering Asset on LU Infrastructure can be clearly demonstrated.
- 3.2.2 Competence shall be demonstrated by a combination of practical and thinking skills, knowledge, experience, fitness and behaviour. Competency Assessment requires assessment of performance allied to testing of underpinning knowledge and understanding. In the event of an unusual or rarely occurring activity for which observation may prove difficult e.g. bridge strikes, an assessment of the required experience and knowledge can be made by assessing candidates using other relevant evidence and/or simulation.
- 3.2.3 Competency Assessors shall be both professionally and occupationally competent e.g. a professionally qualified Civil Engineer with an A1 or D32/D33 vocational skills qualification. The Competency Assessor shall be competent in the activity they are assessing, and they shall be monitored through verification activities and periodically reassessed.
- 3.2.4 Competency Assessors shall maintain adequate records of assessments in accordance with the Railway Safety Publication 1, Developing and Maintaining Staff Competence. Records detailing the outcome of the competence assessment process for each individual shall be kept in a secure location and maintained to ensure their currency. The record of a Competence Assessment shall be made available for inspection, as required e.g. for audit.

- 3.2.5 Upon successful completion of a Competency Assessment the Competent Person shall be issued with a Safety Critical Licence which will be a valid Means of Identification. The candidate's Employing Manager shall be informed of the outcome of the Competence Assessment by the Competency Assessor.

3.3 Allowing the Use of Civil Engineering Assets in Passenger Service

- 3.3.1 The requirements for those who are deemed competent to allow the use of Civil Engineering Assets in passenger service are shown in the following table.

Assessment Requirements	Frequency of Training/Assessment	Standard Code	Other Assessment Information
Skills and Knowledge A suitable period of experience working in a railway environment supplemented as appropriate by an approved training course or professional qualification in the relevant engineering discipline (see specific requirements detailed under each Activity Code). Skills and knowledge as defined in or by the approved Competence Management System. <u>The above requirements are to be commensurate with the complexity of the safety critical activity</u>	One off assessment using the approved Competence Management System. Employing manager to regularly monitor activity and arrange for re-assessment on expiry of safety critical licence.	Refer to the approved Competence Management System.	- A vocationally competent skills assessor, suitably experienced in the Civil Engineering asset area shall conduct the skills and knowledge assessment. - Candidates should be mentored by their Employing Manager until they are considered ready for a Competency Assessment.
Safety and Security Orientation	One off assessment	SCLAC 4 (Attachment 1)	Checklist completed by Employing Manager
Oral Communication	One off assessment	SCLAC 5 (Attachment 1)	Checklist completed by Employing Manager
Written Communication	One off assessment	SCLAC 6 (Attachment 1)	Checklist completed by Employing Manager
Medical Fitness: Medical Examination	- On appointment to post - Age related medical examination	S1601: Management Arrangements to Assure Medical Fitness	Medical assessment by TfL Occupational Health or an approved provider of medical assessments.
Medical Fitness (when required to work on the LU track): - Hearing - Eyesight - Ability - Colour Vision - General fitness	Every 24 months when requiring 'Safety on the Track' certification: - Practical check of mobility, vision and hearing - Self-assessment questionnaire	S1602 Corporate medical standard for personnel requiring safety on the track certification	Mobility, vision and hearing can be conducted by trained and certified authorised person as part of the Safety on the Track Training Course Review of self-assessment questionnaires must be carried out by TfL Occupational Health or an approved provider of medical assessments

3.4 Safety Critical Licence Means of Identification

- 3.4.1 Any person who carries out any of the Safety Critical work within the scope of this Standard, regardless of their job title, grade or position, shall at all times carry an appropriate Means of Identification whilst performing the activity as required by [S1548](#) 'Safety Critical Work'.
- 3.4.2 The Means of Identification shall have clearly printed upon it specific words such that a Office of Rail and Road (ORR) Inspector, or member of LU, or its suppliers