



40 Melton Street
London
NW1 2EE
Tel: +44 (0)20 7557 8000
Fax: +44 (0)20 7557 8020

Memorandum

To: Cliff Elsey, Graeme Beale, Paul
Ramsey, MP&I E&P Engineers, Area
E&P Engineers Alex Buchinger,
Martin Sigrist.

From: Kevin Lydford

Title: Head of Electrification & Plant
Engineering
Tel: 085 79176

cc Arif Arabaji, Glenn Wiles, Phil
Frazer

Date: 17 October 2005

NR/BS/LI/032 Letter of Instruction

This is a Letter of Instruction. In accordance with Section 16, of Network Rail Business Process Document, NR/SP/STP/090 – *Managing Change to Network Rail Standards*, I give notice that the following changes shall be made with effect of **17 October 2005:**

Labelling of Track Isolating Switches (T.I.S)

Instruction

A suitable self-adhesive identification label shall be fitted to the inside of the switch boxes of track isolating switches (T.I.S) whenever the label outside needs replacing or a new switch is fitted.

The reason for its issue

This Letter of Instruction is in response to a Formal Investigation into the circumstances surrounding an operating irregularity involving d.c. isolations taken in conjunction with Anglia Zone T(iii) possession item 119 at Primrose Hill on 21 October 2001. Recommendation 6.7 states that 'Railtrack Zones consider that, in addition to the outer switch box label, an identification plate is fitted inside the switch box, to confirm the identification of the T.I.S, thus mitigating against any possible vandalism or missing labels.'

Who it affects

Electrification engineers who are responsible for installation or maintenance on d.c. electrified lines.

Standards affected

This change will be incorporated into RT/E/C/27019 and RT/E/C/27020 when they are re-issued as part of the SAF3 action plan.

Expiry date

This instruction will expire on re-issue of RT/E/C/27019 and RT/E/C/27020

This instruction does not change any requirements for compliance with the any other standards or health and safety requirements.

Further advice and guidance on the application of these changes may be sought by contacting **David Fairnington** on **085 78583**.

Author:

David Fairnington

Title: Standards & Assurance Engineer (E&P)



Endorsed by:

Kevin Lydford

Head of Electrification & Fixed Plant