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Memorandum

To: Slough ECR

From: Philip Frazer

Title: National SCADA Engineer

Tel: 085 78980 (020 7557 8980)

cc Andy Coston
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Steve Price
Glenn Wiles
Sarah Bower (Heathrow Express)

File: E&P/SCADA/LI/10/11/05.

Date: 10 November 2005

RT/BS/LI/037: Letter of Instruction

This is a Letter of Instruction. In accordance with Section 16, paragraph 1 of Network Rail Company Procedure, RT/LS/P/001 (Issue 11) – *Business Standards Managing Standards*, I give notice that the following changes shall be made with effect of **10th November 2005**:

Background

As a result of the continued Neutral Section trippings at Hayes, the existing Signal Box special instruction / ECR instruction dated 13 October 2001 issued by Chris Fucco is now superseded by this Letter of Instruction.

Instruction

First Tripping at Hayes

Should a tripping of sections 808 or 812 occur whilst an electric unit is suspected passing through the down airport neutral section at Hayes or alternatively sections 807 or 811 on the up airport neutral section, the following action shall be implemented.

The person responsible: **Electrical Control Operator (ECO)**

1. Inform Heathrow Express Control that a tripping has occurred and ascertain details of what unit(s) are in the affected section.
2. Inform Area OLE staff of the tripping and the unit(s) details.
3. Inform Swindon Control of the circumstances and action taken.

The person responsible: **Heathrow Express Service Controller**

1. Arrange for the Driver of the affected unit(s) to carry out a pantograph-up reset at Paddington or Heathrow before the service runs again.

Second Tripping (Sequential Tripping)

If an individual unit is involved in a second tripping, the following actions shall be taken:-

The person responsible: **Electrical Control Operator (ECO)**

1. Inform Heathrow Express Control that the tripping and ascertain details of the unit(s) in the affected section.
2. Inform Area OLE staff of the tripping and the unit(s) details.
3. Inform Swindon Control of the circumstances and action taken.

The person responsible: **Heathrow Express Service Controller**

1. Arrange for the unit to be taken out of electrical service on completion of its current journey to investigate a potential APC fault.

The unit must not be allowed to run through the neutral section(s) again until the APC operation has been verified.

Should the service be London bound; the train shall be taken out of service at Paddington and only allowed to run to the HEx depot for examination.

The person responsible: **Area OLE Staff**

1. Area OLE staff will arrange an inspection of the affected neutral section.

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

Further advice and guidance on the application of these changes may be sought by contacting Philip Frazer on 085 78980.

Philip Frazer
National SCADA Engineer

Endorsed by:



 **Kevin Lydford**
Professional Head of Electrification and Plant Engineering