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Ref:	NR/L2/OHS/00113
Issue:	5
Date:	05 March 2016
Compliance date:	04 June 2016

Level 2

Business Process

Health surveillance and management of diagnoses for Hand-arm Vibration Syndrome

Endorsement and Authorisation

Endorsed by:



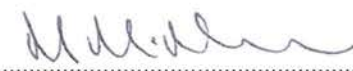
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Published and Issued by Network Rail, 2nd Floor, One Eversholt Street, London, NW1 2DN.



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User information

This Network Rail document contains colour-coding according to the following Red–Amber–Green classification.

Red requirements – no variations permitted

- Red requirements are to be complied with and achieved at all times.
- Red requirements are presented in a red box.
- Red requirements are monitored for compliance.
- Non-compliances will be investigated and corrective actions enforced.

Amber requirements – variations permitted subject to approved risk analysis and mitigation

- Amber requirements are to be complied with unless an approved variation is in place.
- Amber requirements are presented with an amber sidebar.
- Amber requirements are monitored for compliance.
- Variations can only be approved through the national non-compliance process.
- Non-approved variations will be investigated and corrective actions enforced.

Green guidance – to be used unless alternative solutions are followed

- Guidance should be followed unless an alternative solution produces a better result.
- Guidance is presented with a dotted green sidebar.
- Guidance is not monitored for compliance.
- Alternative solutions should be documented to demonstrate effective control.

Amendment marks

- First document amendments are presented with a single black line to the right of the affected text.
- Second document amendments are presented with a double black line to the right of the affected text.

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Issue record

Issue	Date	Comments
1	April 2006	First Issue
2	Dec 2007	Issue 2
3	August 2008	Updated of job titles as a result of the Maintenance 2A and Engineering reorganisation on 26 th August 2008. No other changes made.
4	March 2010	Reissued with clearer guidance on the surveillance process to be followed by line managers.
5	March 2016	Reissued with clearer guidance on the surveillance process to be followed by line managers, including flow diagrams and RACI chart. Inclusion of Appendix on management of those that have been diagnosed.

Compliance

This Network Rail standard is mandatory and shall be complied with by Network Rail and its contractors if applicable from 04 June 2016.

Reference documentation

The Control of Vibration at Work Regulations 2005

The Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013

HAVS datasheet: <https://www.safety.networkrail.co.uk/On-site-Solutions/Hand-Arm-Vibration>

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1 Purpose

- 1.1.1 The implementation of this standard will help to mitigate the risk of hand-arm vibration (HAV) to employees who use hand-held vibrating tools in the workplace.
- 1.1.2 This standard complies with the requirements of the Control of Vibration at Work Regulations 2005 ('the Regulations') Implementation of the process will enable Network Rail to comply with its legal obligations under the Regulations.

2 Scope

- 2.1.1 This standard describes the process of health surveillance for employees and prospective employees of Network Rail whose health could be at risk due to exposure to HAV.
- 2.1.2 All prospective employees who, by the nature of their proposed employment, could be exposed to hand-arm vibration (HAV) and all existing employees transferring to work where they might be exposed to HAV may need to undergo health surveillance for hand-arm vibration syndrome (HAVS). This assesses the fitness of individuals for work with hand-held vibrating tools and allows for early identification of potential work-related health conditions, enabling the organisation to identify where workplace control measures might not be adequately implemented to control risk.
- 2.1.3 The health surveillance process is designed to:
 - a. establish the baseline health status of an employee (or prospective employee), regardless of exposure to HAV;
 - b. detect HAVS at an early stage so that exposure to vibration can be further reduced or eliminated;
 - c. advise employees on personal risks and reinforce the importance of following the prescribed safe systems of work;
 - d. confirm employees (or prospective employees) do not suffer from any condition which might increase susceptibility if their work has potential for exposure to vibration; and
 - e. assist Network Rail in its compliance with statutory regulations and in the assessment and control strategy for vibration hazards by providing data on the prevalence of HAVS and carpal tunnel syndrome (CTS).

NOTE: Network Rail expects contractors to have equivalent, or better, arrangements in place.

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3 Definitions

Term	Definition
Carpal tunnel syndrome	A painful condition that occurs when the median nerve, which runs from the forearm into the hand, becomes compressed or squeezed at the wrist.
Exposure action value	The level of daily exposure to HAV as detailed by Regulation 4 of the Control of Vibration at Work Regulations 2005 for any worker which, if reached or exceeded requires specified action to be taken to reduce risk. Currently set at 2.5m/s ² A (8) or 100 points per eight-hour shift as defined by Network Rail.
Exposure limit value	The level of daily exposure set out in Regulation 4 of the Control of Vibration at Work Regulations 2005 for any worker which must not be exceeded, save as set out in Regulation 6(5). Currently set at 5.0m/s ² A (8) or 400 points (typical 12 hours of work) defined by Network Rail.
Hand-arm vibration	Vibration transmitted from a work process into workers' hands and arms. It can be caused by operating hand-held power tools such as road breakers, hand-guided equipment such as rail grinders, or by holding materials being processed by machines such as in the use of pedestal grinders.
Hand-arm vibration syndrome	A group of disorders which can affect the blood vessels, nerves, muscles and joints of the hand, wrist and arm. They can become severely disabling if ignored. It can be triggered by cold or wet weather and can cause severe pain in the affected fingers.
Occupational health nurse	A registered nurse who has undertaken a post registration qualification in Occupational Health Nursing and who holds a Faculty of Occupational Medicine (FOM) recognised qualification in HAVS assessment.
Occupational health physician	A registered medical practitioner with qualifications from the Faculty of Occupational Medicine (FFOM, MFOM and AFOM) and who holds a Faculty of Occupational Medicine (FOM) recognised qualification in HAVS assessment.
Occupational health provider	Provider of occupational health services.
Safety, health and environment performance report	A periodic report that provides an overview of information and trends to the organisation and Routes.
Safety Management Information System	The system that records all safety-related events which occur on the infrastructure or those which happen to our staff. This system is managed by the Safety Reporting team.

Table 1 – Definitions

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4 Responsibilities and accountabilities

4.1.1 The responsible, accountable, consulted and informed (RACI) roles for this standard are listed in Table 2.

Clause	Role													
	Line manager	HoRSHE/ Head of S&SD	WHSEA	HRSS	Head of HRSS	OHN	OHP	Occupational health provider	Employee	Safety Reporting team	Safety Reporting manager	ExCom	Contract account manager	Occupational Health and Wellbeing Manager
5.2.1				R	A									
5.3.1	I							R						
5.3.5	A								R					
5.3.4														
5.3.7	R	A		I										
5.4.1				I		R		A						
5.4.2				I				A,R						
5.4.3				R	A									
5.4.4	I			R	A									
5.5.1	A							C	R					
5.6.2	I							R						
5.6.3	R	A							I					
5.6.4						R		A	C					
5.6.5						R	C	A	I					
5.6.6						R		A	I					
5.6.7	R	A		I					I					
5.6.8				I		R		A	I					
5.7.1							R	A	I					
5.7.2	I							R						
5.7.3	R	A						C	I					
5.7.4							R	A	I					
5.7.5				I			R	A	I					
5.8.1	I			R	A									