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| Ref:             | NR/L3/MTC/PL0160 |
| Issue:           | 2                |
| Date:            | 6 June 2009      |
| Compliance date: | 5 September 2009 |

## Level 3

# Medium-term works planning in Infrastructure Maintenance

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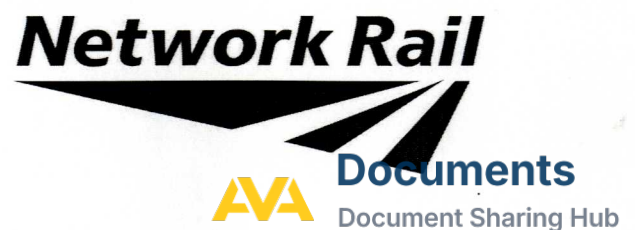
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## Issue record

| Issue | Date           | Comments                                                                             |
|-------|----------------|--------------------------------------------------------------------------------------|
| 1     | April 2007     | First release                                                                        |
| 2     | 26 August 2008 | Infrastructure Maintenance Phase 2a/Engineering reorganisation responsibility change |
| 3     | 6 June 2009    | Planning process review and NDS reorganisation                                       |

## Compliance

This Network Rail standard is mandatory and shall be complied with by Network Rail and its contractors if applicable from 5th September 2009.

When this standard is implemented, it is permissible for all projects that have formally completed GRIP Stage 4 to continue to comply with the Issue of any relevant Network Rail Standards current when GRIP Stage 4 was reached and not to comply with requirements contained herein, unless the designated Standard Owner has stipulated otherwise in the accompanying Briefing Note.

## Reference documentation

|                  |                                                        |
|------------------|--------------------------------------------------------|
| NR/L2/NDS/202    | Engineering Access & NDS-Supplied Resource Planning    |
| NR/L3/NDS/302    | Providing Access & Resource For Work Delivery          |
| NR/L3/MTC/PL0159 | Short-term work planning in Infrastructure Maintenance |
| SMF/PL/0191      | Work Request Form                                      |

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|------------------|------------------|
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## Contents

|                                     |   |
|-------------------------------------|---|
| 1 Purpose                           | 3 |
| 2 Scope                             | 3 |
| 3 Roles and responsibilities (RACI) | 4 |
| 4 Abbreviations and definitions     | 5 |
| 5 Flowchart                         | 6 |
| 6 Medium-Term Planning              | 7 |

## 1 Purpose

This standard maintenance procedure describes the national process for planning of maintenance work on the railway infrastructure and details individual responsibilities from the briefing of the Annual RotR at TT-44 to the issue of the I-M Quarterly plan on or before T-37.

## 2 Scope

This procedure applies to all Infrastructure Maintenance functions that plan work on the railway and covers the process of preparing the quarterly work plan. 'Medium-term' is defined as the period from TT-65 to the issue of the Confirmed Period Possessions Plan at T-26.

| SMP applies to: | Infrastructure Maintenance | Operational Property | Overhead Line Condition Renewals | Contractors |
|-----------------|----------------------------|----------------------|----------------------------------|-------------|
|                 | ✓                          | ✓                    | ✓                                |             |

|                  |                  |
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### 3 Roles and responsibilities (RACI)

| RACI details | KEY CONTROL ACTIVITY | Medium-term works planning in Maintenance   |                                 |                                     |              |                                       |                                |                     |                        |                  |                  |                  |                        |
|--------------|----------------------|---------------------------------------------|---------------------------------|-------------------------------------|--------------|---------------------------------------|--------------------------------|---------------------|------------------------|------------------|------------------|------------------|------------------------|
|              |                      |                                             |                                 |                                     |              |                                       |                                |                     |                        |                  |                  |                  |                        |
|              |                      | Infrastructure Maintenance Delivery Manager | Infrastructure Services Manager | Infrastructure Maintenance Engineer | DU Engineers | NDS Planning Specialist (Development) | NDS Lead Planner (Development) | Access Co-ordinator | Work Plan Co-ordinator | Section Planners | Resource Planner | Section Managers | Support Unit Engineers |
| 6.1          | X                    |                                             | R                               |                                     |              | R                                     | A                              |                     |                        |                  |                  |                  |                        |
| 6.2          |                      | R                                           | A R                             | I                                   | I            |                                       |                                | I                   | I                      | I                | I                |                  |                        |
| 6.3          |                      |                                             | A                               | R                                   | R            |                                       | R                              |                     |                        | I                | I                |                  |                        |
| 6.4          |                      |                                             | I                               |                                     | A R          |                                       |                                |                     |                        |                  |                  | C                |                        |
| 6.5          |                      |                                             | A R                             |                                     |              |                                       |                                | R                   | R                      |                  |                  |                  |                        |
| 6.6          |                      |                                             | R                               |                                     | C            |                                       |                                | C                   | A R                    | I                |                  |                  |                        |
| 6.7          |                      |                                             | I                               |                                     |              |                                       |                                |                     | C I                    | A R              | R                |                  |                        |
| 6.8          | X                    |                                             | A R                             |                                     |              |                                       |                                |                     |                        |                  | R                |                  |                        |
| 6.9          |                      |                                             | R                               |                                     | C            |                                       |                                |                     |                        |                  | A                |                  |                        |
| 6.10         |                      |                                             | R                               |                                     |              | R                                     |                                | A                   |                        |                  |                  |                  |                        |
| 6.11         | X                    | A R                                         | R                               | C                                   | C            | C I                                   |                                | C                   | C                      | C                |                  |                  |                        |
| 6.12         |                      |                                             | A                               |                                     |              |                                       |                                |                     |                        |                  | R                |                  |                        |
| 6.13         |                      |                                             | R                               |                                     |              | R                                     | C I                            |                     |                        |                  | A                |                  |                        |
| 6.14         |                      |                                             |                                 |                                     |              |                                       | C                              | A R                 |                        |                  |                  |                  |                        |
| 6.15         |                      | R                                           | A R                             |                                     |              |                                       |                                |                     |                        |                  |                  |                  |                        |
| 6.16         | X                    |                                             | A                               |                                     |              |                                       |                                |                     | R                      |                  |                  |                  |                        |
| 6.17         |                      |                                             | A R                             |                                     |              |                                       |                                |                     | R                      | I                |                  |                  |                        |
| 6.18         |                      |                                             |                                 |                                     |              |                                       |                                |                     | I                      | A R              | R                |                  |                        |
| 6.19         |                      |                                             | R                               |                                     |              |                                       |                                |                     | A                      |                  |                  |                  |                        |
| End RACI     |                      |                                             |                                 |                                     |              |                                       |                                |                     |                        |                  |                  |                  |                        |