

Task Risk Control Sheet

Delivery and Safe Storage of OTP and Transit from storage point to the ON/Off Tracking point

RCS No: NR/L3/MTC/RCS0216/MP02
Issue: 2

	- Personnel injury (1&3) - Obstructing the line (5) - Communication (12) - Going the wrong way	Personnel Involved	E&P	✓
			S&T	✓
			Track	✓
			Off Track	✓
			Property	✓

Tools / Equipment None

Plant OTP + trailer/attachment

Key Risks	Controls	Implemented By
Key Use & Control of OTP Risks	See Risk Control Sheet NR/L3/MTC/RCS0216/MP01 - Use and Control of OTP 1, 3, 4, 5 and 12	
Obstructing the line/Derailment	Plan to store in a secure position away from the line.	Planning
Danger to public Vandalism	- Conduct risk assessment of the storage place. - Do not store in known High Vandalism areas - Conduct visual/physical check of locks etc of storage area and plant prior to leaving storage area	Work owner Planning Operator
Injury to Staff	- See Task Risk Control Sheet NR/L3/MTC/RCS0216/GH01 - Manual Handling - Only essential staff shall be permitted to enter storage area - Safe system of work for movement from storage area shall be planned and briefed to staff.	Machine controller Team Leader
Delivery - Collision	Vicinity of the delivery/storage point shall be assessed for suitability of delivery vehicle, including immediate route and haulier provided with details of hazards.	Work originator.
Delivery – All risks	- Exclusion zone shall be created to keep delivery vehicle and OTP separated from public and private vehicles - All risks shall be identified by site visit and suitably mitigated or removed within planning timeframe prior to work commencement.	Machine Controller.
Personal injury	Off loading of OTP from delivery vehicle shall be undertaken by qualified personnel competent to use the equipment provided	OTP supplier
Lifting operations	- LOLER - See Risk Control Sheet NR/L3/MTC/RCS0216/MP04 – Load / Unloading mMaterials and People onto OTP	MC CC
Obstructing the line	- Plan the move so as not to encroach 'on or near the line'. - Store OTP in a secure position away from the line. - Position any stillage correctly	Planning
Personnel injury	- Whilst On/Off tracking all staff shall be clear of the OTP – Except if the MO is required to drive the OTP on/off track. - Personnel aboard the machine shall be in accommodation specifically provided for this purpose; i.e. either approved seats or a suitable standing position with handrails, and this is detailed in the certificate of engineering acceptance	MC MO

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Key Risks	Controls	Implemented By
All risks	- Authority to commence the movement shall be obtained from the <u>team leader</u> - Check that the operator has the required emergency equipment - Use correct tools & equipment - Check that the communication between the machine operator and MC at the termination point of the movement authority works. - Personnel and equipment shall remain in their correct position during the movement	MC MO Team Leader

PPE Required by NR / Maintenance Policy

 Wear Head Protection	 Wear Foot Protection	 Wear Hi Visibility Clothing	 Wear Safety glasses to BS EN 166.F	If safety glasses introduce a risk (ie weather conditions) then the Team Leader shall assess the risk. The outcome of the assessment shall be recorded on the SSOWPS pack and safety glasses may be removed. This does not supersede the requirements for eye protection detailed on relevant Task Risk Control Sheets.
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Additional PPE Required by Task Risk Control Sheet

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