

The following information is associated with Network Rail Standard:  
[NR/L3/NSC/313/SP-1.07](#) Issue 1

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| Transfer of OTM drivers | Ref:             | NR/L3/NSC/313/SP-1.07 |
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## 1 Purpose

To provide arrangements for:

- a) obtaining and verifying details of an applicant's previous employment and safety performance as a train driver; and
- b) the transfer of records following appointment.

## 2 Scope

This procedure applies to:

- a) all applicants seeking employment as an OTM driver for Network Rail; and
- b) those involved in the recruitment of OTM drivers.

## 3 Definition

| Term                        | Explanation                                                                                                                                                       |
|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Driver                      | Any person competent and authorised to drive trains. For the purpose of this procedure, this includes depot drivers, trainee drivers and on-track machine drivers |
| Safety critical information | For the purposes of this procedure, as declared in NR/L3/NSC/313/SP-1.07/FA1.                                                                                     |

## 4 Roles and responsibilities

### 4.1 Recruitment Manager

The recruitment manager shall: