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1 Purpose 1
2 Scope 1
3 Definition 1
4 Roles and Responsibilities 1
5 Procedure 2
6 Records 5

1 Purpose

To define the arrangements for thetraining, assessing and retention of route knowledge for OTM drivers.

2 Scope

This module specifies the process for managing OTM driver route learning. It includes the assessment of initial learning and route knowledge retention.

This module applies to:

a) all Network Rail OTM drivers;

b) those involved in training OTM drivers; and

c) those involved in assessing OTM drivers' route knowledge.

3 Definition

Term	Explanation
CMS	Competence Management System. Includes a process for checking that route knowledge is acquired and retained, based on an assessment of each route
Core route	Identifies the main operational route at the driver's allocated depot. Driver's core route knowledge initially assessed at completion of training
Driver	Any Network Rail person competent and authorised to drive OTM trains
Route	Includes sidings and yards as appropriate to Network Rail's operations
Route competence	As defined in NR/SP/NSC/313/SP-1.08
Route learner	Individual learning the route

4 Roles and responsibilities

4.1 Operations Standards Manager

The Operations Standards Manager shall:

a) implement assurance arrangements for compliance with this procedure;

b) oversee active monitoring of route learning arrangements for improvements; and

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c) carry out a regular review of route learning arrangements for effectiveness.

4.2 OTM trainers or assessor

OTM trainers or assessors shall:

a) determine route learning methods and durations for each route;

b) brief each route learner on the route characteristic and route risks;

c) carry out initial assessment of route competence for each OTM driver; and

d) check and recertify OTM driver's route knowledge during the two yearly driver competence assessment cycle.

4.3 The OTM driver:

OTM drivers shall not operate an OTM train over a route without a record of route competence.

5 Procedure

5.1 Route characteristics and route risks

Drivers should have a comprehensive understanding of route characteristics and route risks so that their route knowledge and practical driving skills meet the requirements of each route. This is to enable drivers to operate OTM trains safely and efficiently.

Route characteristics are an important factor in an OTM driver's orientation and for anticipation of the requirements to drive according to the route and environmental conditions. The ability to learn and retain route characteristics enables a driver to plan ahead in readiness for responding to route conditions and operational requirements.

For each route, the OTM trainers or assessor shall brief each route learner on the route characteristics and route risks. Delivery of the brief shall be recorded using forms NR/L3/NSC/313/SP1.10/FA1 and NR/L3/NSC/313/SP1.10/FA2 .

5.2 Route learning duration and route assessment

Systems for managing OTM driver's route knowledge shall assess the complexity of each route to establish the:

a) duration and methods for route learning and competence assessments; and

b) criteria for route knowledge retention.

OTM trainers or assessors shall determine route learning duration placing special emphasis on route characteristics and route risk requirements of 5.1 for each route.

In addition, the following factors shall be taken into account in supporting the route learning duration;

a) movements infrequently encountered;

b) length of the route;

c) experience and competence requirements of the individual;

d) methods of road learning;

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