

Letter of instruction

Information for users

The following document:

NR/L3/OCS/043/5/11 Issue 1

 has had changes made to it, most recently, with effect from **10 July 2014**.

Instructions for use

It is essential that you first read and understand each letter of instruction pertaining to the standard before proceeding to use the standard. You must then apply the requirements of each letter to the standard.

NR/BS/LI/273	Issue 4	10 July 2014	Proceed to letter ►
NR/L3/OCS/043/5/11	Issue 1	01 March 2008	Proceed to standard ►

For further information, please contact:

IHS Customer Support

Please click [here](#) to proceed to the Network Rail Standards' 'Support Contacts' for their latest contact details.

Ref:	NR/L3/OCS/043/5.11
Issue:	1
Date:	01 March 2008
Compliance date:	01 June 2008

National Control Instructions

and

Approved Code of Practice

Section 5.11

Emergency Services Personnel on or near the line

This section contains:

		Issue	Dated
5.11	Emergency Services Personnel on or near the line		
5.11.1	All lines		
5.11.2	Police 'Sterile Sites' (Fatalities: additional information)		

Ref:	NR/L3/OCS/043/5.11
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5.11 Emergency Services Personnel on or near the line

National Control Instruction

Controllers are responsible for effectively dealing with the Emergency Services requesting protection to go on or about the line. This may involve a request for an isolation of the traction current.

Approved Code of Practice

Controllers shall ensure that, in all incidents, priority is given to ensuring that the correct response is provided to the incident. This instruction deals with the following issues:

- Emergency Services on all lines
- Helicopters attending incidents
- When Emergency Services are on or near the line
- And sterile sites

5.11.1 All lines

1) Detailed Arrangements

When Emergency Services personnel have requested to go on or about the infrastructure, Network Rail has a responsibility for ensuring safety of these staff at all times. Incident response staff must be dispatched to site and a **RIO must be appointed**.

All Rail Incident Officers (RIO) are trained in task management and in particular special emphasis is given to working with the Emergency Services to minimise the impact of incidents when their involvement has or is likely to affect the running of trains. This training includes:

- Understanding the statutory duties and responsibilities of the Emergency Services
- Understanding their command structures and the key appointments for decision making
- Clearly defined responsibility of a RIO
- How to establish effective communication on site between parties
- How to establish effective working relationships
- How to clearly communicate the Industries responsibilities and needs during incidents
- How to work effectively together to achieve each organisations aims during incidents

Wherever possible, arrangements should be made so that trains may continue to run at caution, or normally over lines not specifically blocked, unless specific circumstances prevent this.

All initial communication regarding the application of these arrangements will normally be between the Emergency Services Control and the Network Rail

Ref:	NR/L3/OCS/043/5.11
Issue:	1
Date:	01 March 2008
Compliance date:	01 June 2008

Control concerned. Separately all Control Centres involved will communicate with their own personnel on site. Upon the arrival of the RIO at site, they will assume responsibility for overall site safety and act as the local point of liaison for Network Rail.

The Emergency Services Control should speak with the Network Rail Control concerned before their personnel are given permission to enter on to the infrastructure. In extreme cases this will take place after Emergency Services personnel have entered Network Rail property.

The railway line and exact location should be determined, together with the nature of the incident. This must include the point of access to the railway to enable the Emergency Services to reach the site of an incident. Each Control must agree a unique identification code for any incident.

All parties must agree which lines are to be blocked, on which lines trains will run at caution or normally. Where trains are to run at caution, (this is the preferred method of working) the limits of the area affected must all be advised to the Signaller by the Control.

Trains already in the affected area or which have been stopped must be identified. Control staff will then advise the Emergency Services Control of the arrangements that will apply. If it is necessary to stop trains for a prolonged period, consideration should be given to holding trains in platforms to avoid the problems of passengers detraining onto the track and causing further hazards or additional delay.

When advised that trains need to be stopped or cautioned, the Signaller should apply the appropriate Signalling Regulations.

If the Emergency Services request trains to be stopped, Control staff should consider running trains at caution where possible and if escalation is required, then the Control must instigate the escalation procedure. Further discussion can take place to enable the Emergency Services to carry out their statutory duties with minimal disruption. Network Rail Control staff must clearly state to the Emergency Services what method of train running is in force.

2) Helicopters including Helicopter Ambulances

Helicopters, including Helicopter Ambulances, are not permitted to land on or within 3 metres of a railway line at any time. .

3) Emergency Services on or near the line

All Controls must remain in regular contact with the Emergency Services Control as to the current situation of the incident.

The Emergency Services will advise Network Rail Control when they are clear of the line. Network Rail Control will advise the Signaller as soon as possible.

If a Signaller is advised directly by the Emergency Services that they are on the line, the Signaller should take whatever steps are appropriate at the time.

Ref:	NR/L3/OCS/043/5.11
Issue:	1
Date:	01 March 2008
Compliance date:	01 June 2008

This may include stopping or cautioning trains. The signaller should ascertain the exact details from the Emergency Services and advise Network Rail Route Control, who will apply the above instructions.

Network Rail has a responsibility for ensuring safety of these personnel at all times. Agreement has been reached with the Fire & Rescue Service that all requests for the stoppage of trains, or traction current isolations will be accompanied by justifying information of one or more of the following:

- i) Whether Fire Service Personnel are already on Network Rail Infrastructure?
- ii) If Fire Service Personnel are not on Network Rail Infrastructure, whether they need access to deal with an incident on or near it?
- iii) Is there a requirement to stop trains?
- iv) Is there a requirement to have the traction current isolated?
- v) Does the incident pose a risk to the Railway from:
 - o Smoke
 - o Sparks
 - o Fumes
 - o Flames/Radiated heat
 - o Dangerous structures (risk of collapse)
 - o Obstruction
 - o Explosion
 - o Gas cylinders
 - o Other hazard – description to be given

If there is a risk to the Railway, then a RIO (Rail Incident Officer) must be appointed. Where gas cylinders or items of a similar risk are involved, the RIO must ascertain if a hazard zone is likely to be established (See instruction 5.9 Fires).

The RIO must also ensure a risk assessment is conducted and where possible ascertain how long the incident is likely to continue.

Site shielding must also be considered where railway vehicles might be used to mitigate the damage to any line side equipment etc.

If a 24-hour hazard zone is implemented, the RIO must revisit the site at regular intervals to establish the current position and update Route Control as appropriate.

Once the incident has been concluded, the Senior Fire Officer should inform the Network Rail Route Control or RIO (where appointed) that all personnel and equipment are clear of Network Rail Infrastructure. Every effort must be made to try and minimise any delays and mitigate the overall impact on Train Service Delivery.

5.11.2 Police Sterile Sites

1) Fatalities additional information