

NATIONAL CONTROL INSTRUCTIONS

Instruction: 5.3

Page: 1 of 4

Issue: 3

Date: 04 June 2011

ACCIDENTS, DERAILMENTS AND COLLISIONS

1 PURPOSE

This instruction must be followed in conjunction with section 2.3 which contains the principle instructions for incident management. Controllers must make sure that, in all incidents, priority is given to ensuring that adequate practical response is provided to the incident.

2 SCOPE

An accident is defined as any unplanned event which causes:

- Loss of life or injury to a person, and / or
- Loss of or damage to material assets, and / or
- Loss of or damage to data, and / or
- Financial loss.

3 PRESERVATION OF EVIDENCE

3.1 It is essential that any evidence that may lead to the discovery of the cause of an accident is preserved, prior to the arrival at the scene of the accident of the Rail Incident Officer (RIO), Police Incident Officer (PIO) and other senior investigators.

3.2 In the case of any incident that is reportable to the RAIB, it is essential that no recovery operations are carried out until authorised by the RAIB.

3.3 It is the responsibility of the Network Rail Control to appoint the RIO and to pass on the RIO contact details to the investigators and emergency services.

3.4 The Rule Book instructions for the preservation of evidence do not affect the duties of those persons who:

- Are required to secure the train.
- Carry out protection of the line.
- Arrange for the isolation of the traction current.
- Call the emergency services.
- Take measures to make sure the public, other persons and themselves are safe.

3.5 A driving cab must not be entered except:

- When it is necessary to secure the train.
- To rescue the occupants.
- To use a cab radio to summon assistance or speak to the signaller.
- To obtain equipment to carry out protection.
- To make sure that perishable evidence is obtained.

NATIONAL CONTROL INSTRUCTIONS

Instruction: 5.3

Page: 2 of 4

Issue: 3

Date: 04 June 2011

ACCIDENTS, DERAILMENTS AND COLLISIONS

- 3.6 If it is necessary to enter a driving cab for one or more of the purposes detailed above, care must be taken to not disturb any equipment. The person who enters the cab must make a note of the position of equipment and gauges and pass this information to the RIO or PIO before leaving the scene.
- 3.7 Signalling equipment which is directly associated with the accident (except for equipment essential to the protection of the accident site) must not be moved, even for testing purposes. Where equipment testing is required to be carried out, consideration must be given as to whether the testing should be undertaken by an independent body.
- 3.8 The signaller must make a detailed note of the position of the relevant signalling equipment at the time of the accident, and record any subsequent changes to the position of the signalling equipment concerned.
- 3.9 Any person wishing to examine the site must be referred to the RIO and explain their requirements.
- 3.10 The Control must make sure that any recorded data are retrieved and held by a responsible person in their original form for use in an enquiry. Such data may be:
- a) Train Data Recorders.
 - b) On-board train cameras.
 - c) Radio or telephone message recordings, held in signal boxes, Electrical Control offices, Operations Control offices and telephone exchanges.
 - d) Data held in management process logs (e.g. Data Loggers).
 - e) Signalling equipment recordings (e.g. SSI downloads).
 - f) C.C.F. replay (where available).
 - g) Detailed notes of the position of signalling equipment associated with the accident, and any subsequent changes to the position of the equipment.
 - h) Position of driving cab equipment and gauges.
 - i) Wheel tyre and brake block (if applicable) temperatures.
 - j) Any photographs taken of the accident.
 - k) Any CCTV footage.
- 3.11 The Control will assist the RIO by calling out any assistance required to gather this evidence. The Control can also act as a reminder to the RIO for any evidence gathering that may be required.

4 MEDIA ISSUES

- 4.1 Any enquiry from the media must be directed to the Network Rail Corporate Affairs department. They will provide advice and guidance for any media issues. The department have staff who are on call and can provide assistance to staff on site who are dealing with the media.
- 4.2 When dealing with such enquiries from the media, any information given must be confined to the basic facts. No comment or opinion as to cause must be made, nor anything said which may prejudice an enquiry.