

NATIONAL CONTROL INSTRUCTIONS

Instruction: 8.0

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Issue: 8

Date: 04 June 2011

NOC / NDS SPECIFIC

1 CALLOUT PROCEDURE FOR COMMAND VEHICLES

1.1 Purpose

Controllers shall ensure that all services to be operated must be within the terms outlined in the Network Code. Each service must be accepted and agreed by Network Rail before it may operate. The details will be agreed and published in the Working Timetable or by Special Train Notice.

When a major incident has occurred, the provision of facilities for command and control on site are available in the form of mobile office accommodation.

1.2 Scope

Controllers shall if deemed appropriate, arrange for the provision of these facilities in accordance with this instruction.

1.3 Location of Vehicles

Network Rail has at its disposal five Rail Incident Control Post Vehicles and five Rail Incident Support Unit vehicles at strategic locations around the network

Route	Command Vehicles	Located	Call Out Via
L&NW	2	Preston	Route Control Birmingham
L&NE	2	Doncaster	Route Control York
Western	2	Didcot	Route Control Swindon
Scotland	2	Glasgow	Route Control Glasgow
Anglia	2	Upminster	Route Control Liverpool Street

Additionally, one Rail Incident Command Unit Vehicle is located at Doncaster and is called out via Route Control, York. This vehicle is available to provide support for the Gold function where Gold may be located away from Network Rail buildings or other suitable buildings.

1.4 Call Out Procedure

When an incident occurs which requires the presence of a Command Vehicle(s), the Route Control Manager will immediately advise the National Operations Centre (NOC) who will verify the availability of the nearest vehicle.

Once verification of availability has been given by the NOC the Route Control Manager shall advise the On Call Manager, via the On Call arrangement, and advise her / him that the Command Vehicle(s) is required to site. The On Call Manager will then arrange for the Command Vehicle(s) to attend site.

The details of the Call Out will be logged, in detail, in the Control Centre Incident Log (CCIL).

The NOC will log details reflecting the time at which the relevant Route Control requested availability of the Command Vehicle and when verification was given.

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1.5 Management of Rail Incident Command, Control and Support Vehicles

The AOM for the respective area, where each vehicle is located, shall be responsible for the maintenance and serviceability of the vehicles.

Responsibility shall include the AOM's nominated representative carrying out the following checks:

- **Weekly: (Table W)**

- o Water
- o Oil
- o Fuel
- o Generator Fuel
- o Tyre Pressure
- o Shore Supply is connected and working
- o Both vans shall be used on a 10 mile test run to check that they remain roadworthy
- o The checklist shall be faxed to the National Operations Centre (NOC) Milton Keynes (085 65591) by 12:00 hours on Monday of each week.
- o The NOC shall maintain a current availability, and vehicle location, table which shall allow them to identify the nearest serviceable vehicle to any incident.

- **4 weekly: (Table 4W)**

- o Full check that all on board equipment is present and fit for use
- o Lighting towers (stand alone generators) to be tested
- o The checklist shall be faxed to the National Operations Centre, Milton Keynes (085 65591) by 12:00 hours on the first Monday of each period.

Dates for general maintenance shall be advised, in advance, to the NOC who will record the dates and confirm with the AOM that the date they propose will not lead to two sets of area vehicles being unavailable for service at the same time. Annual electrical testing and equipment updates shall be arranged in addition to this with due regard to avoiding more than one set of vehicles being unavailable at any time.

Non availability due to unforeseen circumstances shall be advised to the NOC as soon as it is known along with an estimated date that the van shall become available again, which shall include any updated progress reports.

The NOC shall populate a current table listing location and availability of each vehicle with the National Operations Centre Daily Report.

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Table W			
Weekly Rail Incident Command, Control or Support vehicle serviceability return. Fax to National Operations Centre Milton Keynes (085 65591) by 12:00 hours on each Monday			
Vehicle No		Location	
	Correct	Substandard (with estimate for correction)	
Fuel (vehicle diesel)			
Fuel (generator petrol)			
Water level			
Screen wash level			
Oil level			
Tyre Pressure			
Van connected to shore supply and charging			
Notes:			

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Table 4W		
4 Weekly Rail Incident Command, Control or Support vehicle equipment availability return. Fax to National Operations Centre Milton Keynes (085 65591) by 12:00 hours on the first Monday of each period		
Vehicle No		Location
	Available	Missing / Defective (with estimate for correction)
De icer		
First aid kit		
4 hard hats		
4 high visibility coats		
4 high visibility vests		
2 pair heavy duty gloves		
Surgical gloves		
Hand wipes		
RIO vest		
2 RIO log books		
2 SWAB kits		
Rule Book		
Sectional appendix		
Operating forms pack		
Operations Manual		
Notes:		
	Available	Missing / Defective (with estimate for correction)
On call information pack		
COSS armlet plus forms		
6 band III NRN radios		
2 laptop computers		
Video recorder		
Video recorder remote link		
Plastic cups		
2 packs hand towels		
Dust pan and brush		
Swarfega		
Dry wipe markers		
A4 paper		
Shovel		
Black & yellow tape		
Bolt Cutters		
Camera with spare batteries		
Body Bags		
Detonators		
Funnel		
Nokia Charger		

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	Available	Missing / Defective (with estimate for correction)
Water connector		
25l petrol in can		
25l water in container		
Large bottle drinking water		
5 rechargeable bardic lamps		
Shore supply cable		
High intensity lamp		
High intensity lamp pole		
High intensity lamp (small)		
Generator powered air column lamp towers (2)		
Network Rail portable sign		
Forensic pop up shelter		
Tom-Tom GPS navigator		
Side awning (and stays)		
Bin bags		
240/110v transformer		
Notes:		
	Available	Missing / Defective (with estimate for correction)
Toilet tent		
Toilet seat		
Toilet bags		
Air shelter		
Air shelter blower		
4 camping seats		
Notes:		

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