

Information for users

The following document:

NR/L3/TRK/1010 Issue 2

has had changes made to it, most recently, with effect from **18 July 2013**.

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/292	Issue 1	18 July 2013	Proceed to letter ►
NR/L3/TRK/1010	Issue 2	26 August 2008	Proceed to standard ►

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Level 3

Management of responses to extreme weather conditions at structures, earthworks and other key locations

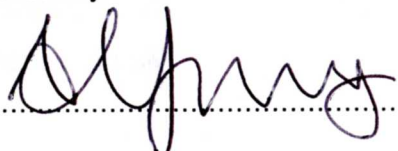
Endorsement and Authorisation

Endorsed by:



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Authorised by:

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PP E R Cummings, Steering Group Chair

Accepted for issue by:



M McManus, National Standards Manager

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Issue record

Issue	Date	Comments
1.0	October 07	Initial issue
2.0	August 2008	Re issue to incorporate changes as a result of Maintenance and Engineering (Track and Civil) reorganisation. Additionally document renumbered from NR/L3/MTC/TK0167 to align with Track Engineering document numbering system

Compliance

This Network Rail standard is mandatory and shall be complied with by Network Rail and its contractors if applicable from 26 August 2008.

When this standard is implemented, it is permissible for all projects that have formally completed GRIP Stage 4 to continue to comply with the Issue of any relevant Network Rail Standards current when GRIP Stage 4 was reached and not to comply with requirements contained herein, unless the designated Standard Owner has stipulated otherwise in the accompanying Briefing Note.

Reference documentation

NR/L2/TRK/001	<i>Inspection and Maintenance of Permanent Way</i>
NR/SP/CTM/011	<i>Competence and Training in Track Engineering</i>
NR/CS/CIV/032	<i>Managing Existing Structures</i>
NR/GN/TRK/7001/TWI2B014	<i>How to carry out flood warning inspections</i>
NR/L3/TRK/002/A08	<i>Flood warning inspection</i>
NR/L3/TRK/1013	<i>Maintenance of track assets</i>

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1 Purpose

This process outlines the roles and responsibilities for the maintenance organisation to manage the necessary actions in order to protect the line as a result of extreme weather conditions including water action (including flooding, storm, wave action, scour) at structures, earthworks and other key locations.

2 Scope

This process applies to all maintenance staff whose duties include track maintenance and inspection.

This procedure does not cover structures maintenance teams who will have their own procedure.

SMP applies to:	Infrastructure Maintenance	Operational Property	Overhead Line Condition Renewals	Contractors
	✓			✓

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3 Roles and responsibilities

3.1 RACI

RACI DETAILS	KEY CONTROL ACTIVITY												
		TME	IME	IMDM	TSE	TGE	TCE	ICC	ROC	SM[T]	CP	Sig	ISM
		Track Maintenance Engineer	Infrastructure Maintenance Engineer	Infrastructure Maintenance Delivery Manager	Territory Structures Engineer	Territory Geotechnical Engineer	Territory Civil Engineer	Integrated Control Centre	Route Operations Control	Section Manager [Track]	Competent Person	Signaller	Infrastructure Services Manager
Process Task													
6.1		Details contained within clause											
6.2		R	C	A				C		I			
6.3		I			I	I		A/R	I				
6.4		R		A						C			
7.1		A						I		R	R	I	
7.2		A						I		R	R	I	
7.3		A						I		R	R	I	
8.1		A								R	I		
8.2								I		A	R	I	
8.3								A/R	I				
8.4					I	I			A/R				
9.1		I			R	R	A						
9.2		A/R						C		C		C	
9.3										A/R	C/R		
9.3.1		C								A/R			C
9.4								I		A/I	R	I	
end RACI													

RACI is a means of linking process steps to roles as follows:

- **R – Responsible:** the individual(s) who perform an activity – responsible for action/implementation – although usually only one, Rs can be shared
- **A – Accountable:** the individual who is ultimately accountable including yes/no decision and power of veto – only one 'A' can be assigned
- **C – Consulted:** the individual(s) to be consulted prior to a final decision being made or action taken – two-way communication.
- **I – Informed:** the individual(s) who need to be informed after a decision is made or action is taken – one-way communication.

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4 Abbreviations and definitions

4.1 Abbreviations

CP	Competent Person
EA	Environment Agency
EWP	Extreme Weather Plan
ICC	Integrated Control Centre
IMDM	Infrastructure Maintenance Delivery Manager
IME	Infrastructure Maintenance Engineer
ISM	Infrastructure Services Manager
ROC	Route Operations Control
SEPA	Scottish Environment Protection Agency
SM[T]	Section Manager [Track]
TCE	Territory Civil Engineer
TGE	Territory Geotechnical Engineer
TME	Track Maintenance Engineer
TSE	Territory Structures Engineer

4.2 Definitions

All Clear

EA Definition ~ There are no Flood Watches or Flood Warnings currently in force in the area covered by the message

Flood Warning

EA Definition ~ Flooding of homes, businesses and main roads is expected in the area covered by the message, act now

Flood Watch

EA Definition ~ Flooding is possible in the area covered by the message – be aware, be prepared, watch out

Severe Flood Warning

EA Definition ~ Severe flooding is expected in the area covered by the message – there is imminent danger to life and property

Survey

Data collection from site which may include methodologies such as:

- hallade
- line and level collection (dumpy level survey)
- Platform clearances

WAIF

Work Arising Identification Form