

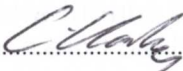
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Level 3

Maintenance of track assets

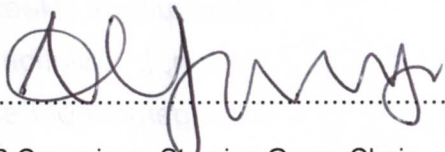
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Issue record

Issue	Date	Comments
1	09/10/2006	Initial issue
2	August 2008	Re-issued as a result of Maintenance and Engineering re-organisation. Re-numbered from NR/L3/MTC/TK0127 to align with Track Engineering document numbering system. Additionally revised to incorporate off track requirements of NR/L3/MTC/TK0136 Maintenance of off track assets

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/SP/MTC/0056	<i>Work and possession planning for the railway infrastructure (Meetings management pack)</i>
NR/SP/TRK/9006	<i>Design, Installation and Maintenance of Lineside Drainage</i>
NR/L2/TRK/5100	<i>Management of Fencing and Other Boundary Measures</i>
NR/L2/TRK/5201	<i>Management of Lineside Vegetation</i>
RT/CE/S/069	<i>Lineside Facilities for Personal Safety</i>
NR/L2/TRK/001	<i>Inspection and Maintenance of Permanent Way</i>
GI/RT/7033	<i>Lineside Operational Safety Signs</i>

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1 Purpose

The purpose of this document is to define the roles and responsibilities in the planning and undertaking of routine maintenance activities of track and lineside assets to fit in with the national planning process and timescales.

2 Scope

This process covers the maintenance of Network Rail track and lineside assets. It does not cover the inspection.

This process applies to you if.

- You manage or supervise maintenance teams or technical support staff
- You maintain track assets
- You maintain lineside assets
- You check or review track assets
- You check or review lineside assets
- You are responsible for planning track maintenance
- You are responsible for planning lineside maintenance

The Process excludes:

- Train borne weed spraying

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3 Roles and responsibilities

3.1 RACI

RACI DETAILS	KEY CONTROL ACTIVITY											
		TME	WP	SM[T]	IME	AAP	ISM	ADPM	IMDM	WS	WO	
		Track Maintenance Engineer	Works Planner	Section Manager [Track]	Infrastructure Maintenance Engineer	Area Access Planner	Infrastructure Services Manager	Area Delivery Planning Manager	Infrastructure Maintenance Delivery Manager	Works Scheduler	Work Owner	Team Leader
Process Task												
6.1		R	C	C	A/C							
6.2			R				A/R					
6.3						A/R	C	C				
6.4	X	I				A/R	I					
6.5		C					R		A			
6.5.1		C					R		A			
6.5.2		R			A/C		C					
6.6	X	R			A/C							
6.7		R	C		A/C				C			
7.1		C				R/C	A/R					
7.2		R			A/C		C		I			
7.3	X								A/R			
7.4		R	I		A							
8.1									A/R	I		
8.2									I	A/R		
8.3									A/R			
8.4									A/R	I		
8.5										A/R	I	
8.6	X										A/R	
8.7											I	A/R
8.8									I	A/R		
8.9									A/R	I		
8.10		A/R										
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.