

Information for users

The following document:

NR/L3/TRK/3240
Issue 2

has had changes made to it, most recently, with effect from **04 January 2011**.

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/203	Issue 1	04 January 2011	Proceed to letter ►
NR/L3/TRK/3240	Issue 2	26 August 2008	Proceed to standard ►

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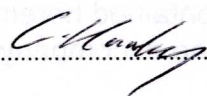
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Level 3

Preparation for use of on track machines

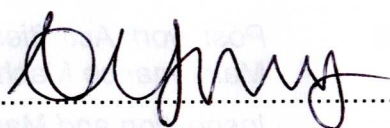
Endorsement and Authorisation

Endorsed by:



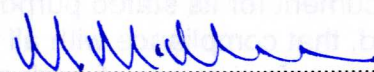
C Hawley, Working Group Chair

Authorised by:

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Accepted for issue by:



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Issue record

Issue	Date	Comments
1	May 2006	First issue (Previously referenced as NR/SMP/TK0004)
2	August 2008	Document reissued following Maintenance and Engineering reorganisations. Additionally renumbered from NR/PRC/MTC/TK0004 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/L3/TRK/3220	<i>Planning of On Track Machines</i>
NR/L3/TRK/3230	<i>Control of on-track machines</i>
NR/L3/TRK/3250	<i>Post-work Activities following Works using On-Track Maintenance Machines</i>
NR/L2/TRK/001	<i>Inspection and Maintenance of Permanent Way</i>
NR/L2/MTC/PL0056	<i>Planning Process - Meetings Management Pack</i>

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1 Purpose

To confirm that tamping, stone blowing, dynamic track stabilisers (DTS) and ballast regulating works deliver the required results in terms of agreed outputs, productivity, track geometry and longevity by mandating activities in the preparation of track for treatment with On-Track Machines (OTM). This maintenance procedure shall be used when planning, preparing & delivering OTM works and links to Standard Maintenance Procedure NR/L3/TRK/3220: Planning of 'On-track' Machines.

2 Scope

This procedure applies to all Maintenance work sites where tampers, stone blowers, DTS and ballast regulators are to be used on all Non Enhanced Permissible Speed (EPS) lines. This procedure shall be used for planned treatment works and, where possible, for contingency or emergency works where time allows.

This procedure does not apply to lines operating at EPS or maintained to Absolute Geometry requirements.

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3 Roles and responsibilities

3.1 RACI

RACI DETAILS											
KEY CONTROL ACTIVITY											
	GE[INST]	TME	SM[T]	ISM	IME	TQS	TMPC	TPC	ME[E&P]	S&T	
	Gauging Engineer [National Specialist Team]	Track Maintenance Engineer	Section Manager [Track]	Infrastructure Services Manager	Infrastructure Maintenance Engineer	Track Quality Supervisor	Territory Maintenance Planning Co-ordinator	Territory Plant Co- ordinator	Maintenance Engineer [Electrification and Plant]	Signal & Telecoms staff	Plant Engineer staff
Process Task											
6.1	X		A,R	C	I		C				
6.2											
6.3	X	C	R			A					
6.4		C	R			A	I				
6.5			R	C	I	A	C				
6.6											
6.7		C	R	C,I		A	C,I				
6.8				R		A	R				
6.9			R			A	I				
6.10		C	R	C		A	C				
6.11											
6.12			R	C,I		A	C,I				
6.13				R		A	R				
6.14	X		R			A					
6.15			R			A	I		C		
6.16			R			A			C		
6.17						A,R		C	C	R	
6.18			R			A			C		
6.19									A/R		
6.20	X		R			A					
6.21			R			A	I				
6.22	X		R			A					
6.23			R			A	I				
6.24	X		R			A				I	I
6.25	X		I				R				
6.26			R	C		A,C	C		C		
6.27						R		R			
6.28			R			A	R				
6.29	X		R			A	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

Term	Definition
DTS	Dynamic Track Stabiliser
EPS	Enhanced Permissible Speed
GE[NST]	Gauging Engineer [National Specialist Team]
IME	Infrastructure Maintenance Engineer
ISM	Infrastructure Services Manager
OLE	Overhead Line Equipment
OTM	On Track Machine
SM[T]	Section Manager [Track]
TME	Track Maintenance Engineer
TQS	Track Quality Supervisor (Tamper Supervisor)

4.2 Definitions

Absolute Track Geometry

Fixed Track Position, with a defined maintenance methodology, to re-establish the validated design

Ancillary Works

Work identified as being required for maintenance but not necessarily required to support the mechanised treatment

Design

An approved methodology, using a set of parameters, to determine the position of the track upon completion of the work. Includes Fixed Track Position as determined by datum plates or other means, as well as tactical scheme data provided for the express purpose of the work by an approved design methodology using on-board computer systems, Hallade design, optical survey or other approved technique

Fixed Track Position

Vertical and lateral dimensions as provided by a design to which the track shall be maintained, within pre-defined tolerances

Ineffective sleepers

A sleeper and/or its associated fastenings unable to hold the rail in place either vertically or laterally

On-board computer system

A Network Rail approved computer system fitted to an On-track machine to record defined track parameters