

HSE Bulletin (Ref.: 19 in 2013)

Communication with the Track Access Control

Date of issue: 18 September 2013

Date of expiry: 30 January 2014

Background

There have been several recent incidents involving protection staff not communicating clearly with the Track Access Controller (TAC) and being unaware of Published arrangements affecting their worksite.

Instruction

Protection staff going on the track during Engineering Hours must be familiar with the area that they will be accessing and fully aware of all Published arrangements affecting this area.

Before contacting the TAC the person requesting protection must enter in their logbook (together with other information):

- details of the location of work,
- any hazards affecting this area,
- the traction current sections involved,
- the Published, and any Amended off and on times for these sections, together the reasons for any amendments to these times.

When contacting the TAC the person requesting access must be in possession of their logbook and ensure that they are in a location and using equipment which permits clear communication.

The TAC must be provided with contact telephone numbers (auto and mobile) together with details of any connect radio which may be available.

The TAC will expect the person requesting access to be fully familiar with the area for which access is being requested and the Published arrangements for this area. The TAC may question the person requesting access to confirm this. If it becomes apparent that the person requesting access is not familiar with the location or Published arrangements for this area the TAC will deny access.

For full details please refer to LU Rule Book 16 (issue 3) together with Rule Book Support Information Site Familiar (1st February 2011)

Please communicate this alert to your teams, projects and suppliers as appropriate

Incident reference	N/A
For more information contact	Peter Duff
Approved by (HSE Snr Manager):	Steve Crofts