

# ***Works Delivery Stand Down Brief***

20 February 2017

# What is the reason for this stand down Brief?

It is a Works Delivery Wessex Procedure that following 2 accidents of similar nature within a short period of time, a formal discussion is required to look at the associated risks, issues and procedures to assist with embedding due process and reducing the probability of reoccurrence

# What Happened

## Incident. 1

On 11 January 2017 at 0650 hrs on the WPH2 between Fratton and Portsmouth Harbour, a member of staff suffered injury to his foot, immediately behind the steel toe cap section.

When the rail was released from the jack, a heel bar the IP was holding was still under the rail and not clear. This led to the bar being forced out of his hand, falling to the ground and striking the top of his foot, causing bruising to his toes.



# What Happened

## Incident. 2

On 19 February 2017 at 10:00 hrs on the BML2 between Southampton and Redbridge, a member of staff suffered injury to his hand.

A team were changing sleepers at Millbrook, the running rail had been jacked up by a simplex jack, IP was in the process of clearing out ballast from underneath the base plate of the rail, when another operative released the lift without prior warning. This led to IP's right hand becoming trapped by the baseplate. His right hand immediately swelled up and the decision was made on site for him to be taken to Southampton General Hospital by another member of staff.



## **Procedure**

**When lowering rails:**

**A clear line of communication must be established under one nominated person:**

**Prior to the drop, one nominated person gives clear instructions to 'clear'**

**All others remove tools and body parts in vicinity of drop zone and**

**Confirm back tools and body parts are 'clear'**

**Instruction is given to lower rail.**

**No parts of the body should ever be present under suspended loads**

These accidents, while under level 1 investigation, would not have happened if the above process had been adhered to by all on site

# Task Risk Control Sheet

## Use of jacks

RCS No: NR/L3/MTC/RCS0216/SP11  
Issue: 2



- Trapped Limbs
- Derailment
- Manual Handling

Personnel  
Involved

E&P	
S&T	
Track	✓
Off Track	
Property	

Tools / Equipment Pan Jack, Trip Jack, Slewing Jack, Toe Jack

Plant None

Key Risks	Controls	Implemented By
All Tasks	<ul style="list-style-type: none"> <li>• Planned preventative maintenance programme shall be implemented</li> <li>• Pre use checks shall be undertaken including check of inspection date</li> <li>• Always use correct Jack for task and safe system of work</li> </ul>	Line Manager All Staff
Trapped Limbs	<ul style="list-style-type: none"> <li>• Use correct Jack for task and safe system of work</li> <li>• Do not overload the rating of the jack</li> <li>• The jack shall have a level and stable base to stand on</li> <li>• When using trip jacks check that all personnel are clear before tripping</li> <li>• When using jacks check that all personnel are clear whilst lifting operation is underway</li> <li>• Check clothing / limbs / other staff are clear when raising/lowering</li> <li>• Use the correct handle and check that it is correctly seated in the socket</li> </ul>	Team Leader All Staff
Equipment Damage	<ul style="list-style-type: none"> <li>• Do not use inappropriate means to position jack</li> </ul>	All Staff
Derailment	<ul style="list-style-type: none"> <li>• If train passages are required, obstructionless jacks shall be used</li> </ul>	Team Leader
Manual Handling	<ul style="list-style-type: none"> <li>• Always lift jacks with the appropriate handle</li> </ul>	All Staff
Electrocution	<ul style="list-style-type: none"> <li>• See Risk Control sheets NR/L3/MTC/RCS0216/GA20 Working Adjacent to DC Electrified Rails Risk Level 1-5.</li> </ul>	Team Leader / COGS
Slips, Trips & Falls	<ul style="list-style-type: none"> <li>• Remove handle when not in use</li> <li>• Use the correct handle and it is correctly seated in the socket</li> <li>• Do not stand on item being jacked</li> <li>• When using check a firm footing is available</li> <li>• Adopt the correct stance and position relative to operation to prevent falls if tension is released</li> <li>• As far as is practicable remove all tripping hazards from around the work activity</li> </ul>	All Staff

# Risk Control Sheet - NR/L3/MTC/RCS0216/SP11

# ***Track Work Instructions***

Click on the below link to provide more details

[V:\SZ\WMA2Groups\Wessex Works  
Delivery\Safety\Alerts\NR GN TRK 7001 TWI2P036.pdf](#)

## *Questions to the team*

- Who holds the competencies for jacks
- What are the risks associated with working around jacks – how do you mitigate these?
- How are you going to protect your colleague
- What are you going to do differently?



