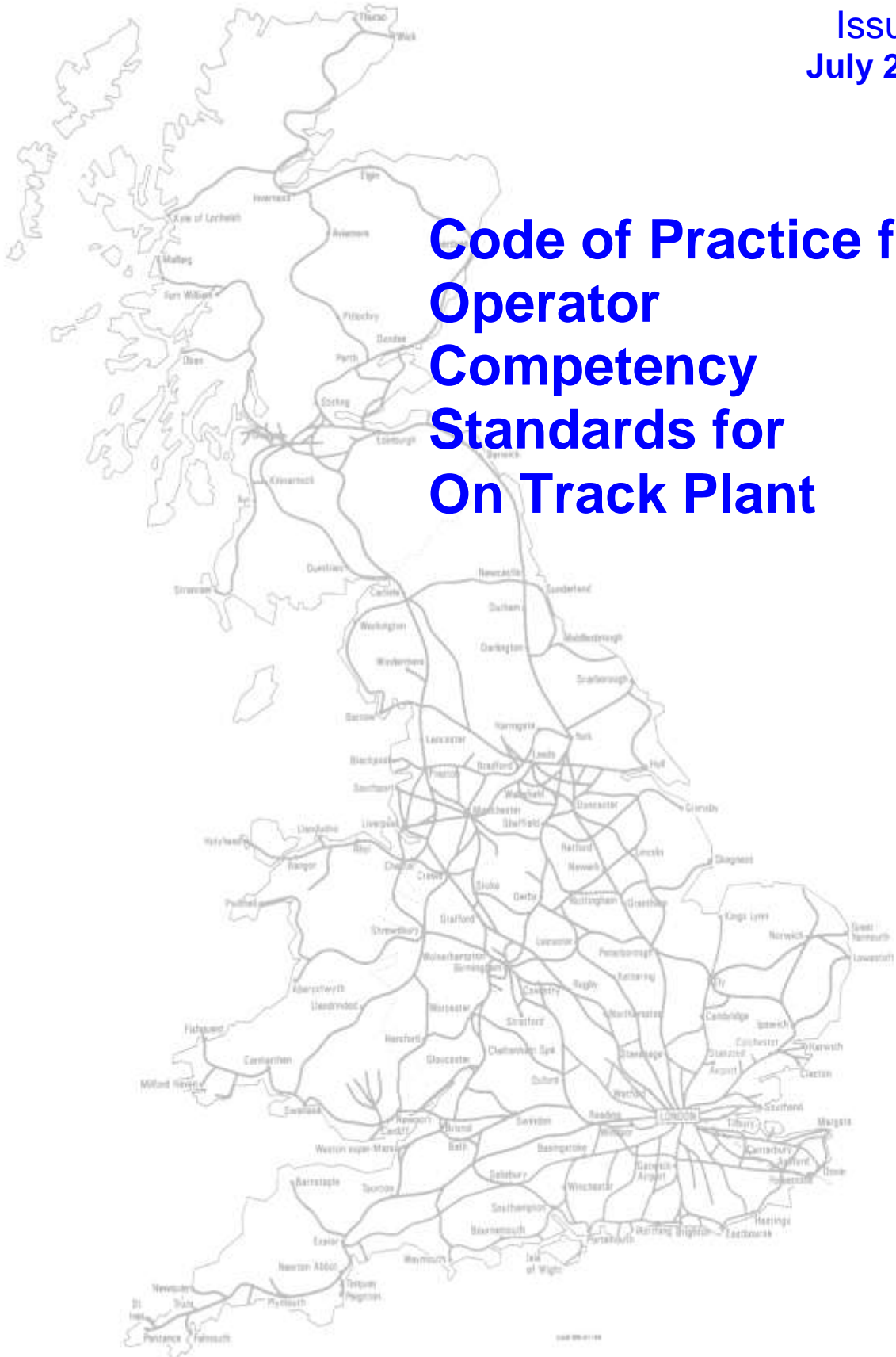


**COP0001**

Issue 7  
July 2016



**M&EE Networking Group**

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## Document revision history

Issue	Date	Reason for change
1	1996	First issue (now withdrawn)
2		Re-issued following review (now withdrawn)
3	Nov 2001	Re-issued following review (now withdrawn)
4	Sept 2006	Re-issued following review (now withdrawn)
5	July 2007	Revised to incorporate Codes of Practice COP0004 and COP0006 both of which are (now withdrawn)
6	Jan 2012	Document revised to cover non Network Rail managed infrastructures which are covered in Network Rail Standards (now withdrawn)
7	Jul 2016	Re-issued following review, requirements for Professional Driving added

## Background

A sub-group of the M&EE Networking Group have looked at operator's competency standards for On Track Plant (OTP). The M&EE Networking Group recommend this COP as good practice for the industry.

M&EE COPs are produced for the benefit of any industry partner who wishes to follow the good practice on any railway infrastructure. Where an infrastructure manager has mandated their own comparable requirements, the more onerous requirements should be followed as a minimum for work on their managed infrastructure.

The M&EE Networking Group makes no warranties, express or implied, that compliance with this document is sufficient on its own to ensure safe systems of work or operation. Users are reminded of their own duties under health and safety legislation.

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## Sign off

The M & EE Networking Group agreed and signed off this Code of Practice on 20 July 2016 and published on 3 September 2016

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## Purpose

This Code of Practice provides guidance on the competency requirements for operators of On Track Plant (OTP) on railway infrastructures other than where the Infrastructure Manager has a more onerous mandated competency management scheme. This guidance is in addition to competencies required to operate the machine in a non-rail environment.

## Scope

This Code of Practice covers the operation of all OTP on rail infrastructures other than where the Infrastructure Manager has a more onerous mandated competency management scheme.

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## Definitions

### Engineering Approval

The approval process of the Infrastructure Manager that permits the operational use of the vehicle and its known attachments.

### On Track Plant (OTP)

Machines with rail wheels capable of running on railway track, limited by their engineering acceptance to running within a possession only. These comprise: demountable machines, road-rail vehicles (RRVs) and trailers.

### Demountable Machine

A machine that can travel on rail under its own power system. Such machines are not allowed to operate, work or travel outside possessions. Rail in this definition refers to permanent rails intended for use by normal rail vehicles.

### Road-Rail Vehicle (RRV)

A vehicle that can travel on the road under its own power and also travel on rail by virtue of a rail wheel guidance system under its own power system. Such vehicles are not allowed to operate, work or travel on rail outside possessions.

### Trailer

A non self-propelled, rail mounted vehicle capable of being towed or propelled (this includes attachments with more than two rail wheels).

# 1 Competency

## 1.1 Generic competency

- 1.1.1 The minimum competency requirements and pre-requisites for operators of OTP should include:
- a) Infrastructure Manager's track safety awareness and access requirements.
  - b) Correct pre use check of the machine (including on track functional brake tests)
  - c) The correct procedure for on and off-tracking
  - d) Correct setting of machine configuration for the duties to be undertaken, including use on cants and gradients.
  - e) Professional driving techniques, driving according to the conditions and the machines capabilities.
  - f) Correct operation of the specific machine in all modes required for the duties to be undertaken.
  - g) Understanding of the procedure for reporting defects.
  - h) Understanding and use of the required documentation for the duties to be undertaken including:
    - i. Log book.
    - ii. Duty charts.
    - iii. Statutory examination reports.
    - iv. Lifting accessory documentation.
    - v. Engineering approval including any applicable limitations of use.
    - vi. Operating manuals and/or instructions.
  - i) Understanding of emergency procedures including: fire, recovery, stowage, towing, derailment, runaway and emergency protection of the line.
  - j) Understanding of safety critical communications and its methods e.g. radio, hand signals etc.
  - k) Understanding of infrastructure and machine specific speed restrictions / limits.
  - l) Competency in the operating rules for the relevant infrastructure.

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- m) Identification of the correct setting of points and crossings for the intended machine movement.
- n) Understanding of hazards and restrictions when working in areas with overhead electrical traction supply equipment, dc 3rd/4th rail electrified lines or overhead electricity supply lines.
- o) Understanding of Personal Protective Equipment (PPE) requirements.
- p) Awareness of the relevant content of Railway Industry Standard RIS-1700-PLT.
- q) Understanding of safe use and operation of all trailers, attachments and/or accessories to be used.
- r) Understanding of Ground Disturbance Regulations.
- s) Understanding of the guidance provided in relevant M&EE Codes of Practice.

## **1.2 OTP used for lifting operations**

1.2.1 In addition to the generic competency requirements described in 1.1 the minimum additional competencies for operators of OTP used for lifting operations should include:

- a) Operator competency certification for host vehicle in road mode.
- b) Understanding of the correct operation of the specific machine in all modes of its operation (eg rail mode, road mode, static lifting, excavating, travelling with a load, etc.) including when using attachments.
- c) Understanding of the correct lifting procedures and use of the Rated Capacity Indicator (RCI) covering:
  - i. Assessing weight and radius.
  - ii. Use of lifting accessories.
  - iii. Reading duty charts and setting RCI correctly.
  - iv. Lifting on-rail and off-rail (including lift and carry).
  - v. Lifting and lowering on a cant or gradient (high and low side working).
  - vi. Correct action in the event of RCI failure.
  - vii. Movement limiting devices and working restrictions.

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- viii. Tandem lifting (additional risk assessment requirements and written methods of working).
- ix. Handling rail and thimbling.

## **2 Certification**

### **2.1 Operators' competency certificates need to include:**

- a) Details of the machine, its intended use and any attachments.
- b) Operator identification details.
- c) Validity period of certificate.
- d) Issuing authority details.