Railway Group
Safety
Performance
Monitoring -
Definitions / 
Terminology

Synopsis
This Guidance Note provides the definitions / terminology of the most commonly used terms in the Railway Group Safety Performance Report in order to assist Railway Group members in their own safety performance monitoring and comparisons.

Submitted by
Signatures removed from electronic version

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Authorised by

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Part A

Issue Record

This Standard will be updated when necessary by distribution of a complete replacement.

Amended or additional parts of revised pages will be marked by a vertical black line in the adjacent margin.

<table>
<thead>
<tr>
<th>Issue</th>
<th>Date</th>
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</tr>
</thead>
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<tr>
<td></td>
<td></td>
<td>Original Document</td>
</tr>
</tbody>
</table>

Health and Safety Responsibilities

In issuing this Guidance Note, Railtrack PLC makes no warranties, express or implied, that compliance with all or any Railway Group Standards is sufficient on its own to ensure safe systems of work or operation. Each user is reminded of its own responsibilities to ensure health and safety at work and its individual duties under health and safety legislation.

Supply

Controlled and uncontrolled copies of this Guidance Note may be obtained from the Industry Safety Liaison Dept, Safety and Standards Directorate, Railtrack PLC, Railtrack House, DP01, Euston Square, London, NW1 2EE.
Part B

1 Purpose

Consistency in definition is crucial to the use of any data. For the results of safety analysis and monitoring reports to be widely understood, it is essential that a common language is used both within Railway organisations and between them. The use of the common language supported by clear definitions will avoid time consuming and costly translation and reconciliation.

The current definitions/terminology of the most commonly used terms in the Railway Group Safety Performance Report (SPR) produced by Railtrack S & SD are set out in this document. The definitions are consistent with the meaning given to them in Railway Group Standard GH/RT4005, SMIS, and Code of Practice GE/RC8509. They are commended for use by all members of the Railway Group to assist transparency and comparability of the monitoring and assessment work done within the Railway Group.

Many of the definitions which apply to data used in the SPR are common to both HMRI data sources as well as the Railway Group’s own databases. However, certain key areas differences exist, e.g. definitions of person type (Passenger etc.). There are also some definitions which are employed in only one source, e.g. suspected suicides and Railway Safety Case (RSC) Scope, which are found in Railway Group sources only.

2 Scope of the Railway Group Safety Performance Report (SPR)

Following the restructuring of the rail industry in April 1994, a new scope for defining safety events related to railway activities and operations was necessary. This differed from statutory reporting requirements and was based on the requirements of the Railway Safety Case (RSC) Regulations. Data required to be made available to Railtrack (for monitoring safety performance) would relate only to those activities and operations falling under these RSC Regulations. Data/information shown in this Railway Group SPR is provided to the RSC Scope definitions, with one or two exceptions (e.g. Dangerous Goods Incidents).

Railtrack Controlled Infrastructure is the infrastructure which falls within the geographic boundaries of Railtrack’s operational railway, including the permanent way and land within the lineside fence, and plant used for signalling or exclusively for supplying electricity for operational purposes to Railtrack’s operational railway. It does not include stations, nor does it include depots, yards or sidings owned by or leased to, other parties. However, it does include permanent way at stations and plant within these locations used for signalling Railtrack’s operational railway or exclusively for supplying electricity for operational purposes to the operational railway.
2 Scope of the Railway Group Safety Performance Report (SPR) - (continued)

All accidents and incidents occurring on the working railway, which fall within the scope of Railtrack’s Railway Safety Case (RSC) i.e. on or affecting Railtrack’s Controlled Infrastructure (RCI) and at stations on the operational railway.

Included events
- On or affecting RCI unless in the excluded list. (See Note 1)
- In possessions, on or affecting RCI
- Boarding/alighting from trains
- On the railway side of the point of entry to a station, unless specifically in the excluded list. (See Notes 2, 3)

Notes
1. Events off the running line but which foul the running line are included
2. Concourses, platforms, routes between platforms, (including stairs, lifts, bridges, subways and escalators) are included
3. Stairs, etc. leading up to station entry point are included, if their function is solely to give access to the station.

Excluded events
- Wholly on and contained within confines of a train unless the event is or arises from a train accident or any other incident reported under the included list. (See Notes 1, 2)
- Within depots, sidings or yards not directly under Railtrack control unless the event affects RCI when it is included. (See Note 3)
- Within traincrew depot *
- On public highway, unless the event affects RCI, then it is included. (See Notes 4, 5)
- Within Railtrack or other Railway owned offices *
- Occurring within separate premises within a station e.g. restaurants, retail premises, offices and toilets unless the event affects the station, when it is included. (See Notes 6, 7, 8)
- Within the staff side of Ticket Offices.* (See Note 9)
- Within station car parks *
  - Unless the event affects the station or RCI, when it is included

Notes
1. External door accidents/incidents in running, and out of gauge loads are not regarded as wholly within confines of train and hence included. But an accident with spilt coffee or internal doors would be excluded.
2. A solely on board passenger injury caused by buffer stop collision is included (as the event arises from an event (i.e. a train accident) which is in the included list). Similarly, Driver trauma caused by a train striking a person on line is included (as the latter is an event covered by the included list).
3. A SPAD (Signal Passed at Danger) in a siding not on RCI, but which affects RCI by physically obstructing running line is included.
4. Car accidents on public highway to trackside staff even when travelling during the course of work are excluded.
5. A car crashing onto railway line (i.e. RCI) is included.
2 Scope of the Railway Group Safety Performance Report (SPR) - (continued)

<table>
<thead>
<tr>
<th>RSC SCOPE</th>
<th>(Railway Group Definition only)</th>
</tr>
</thead>
<tbody>
<tr>
<td>6.</td>
<td>A fire in a retail unit is excluded, unless it affects the station, and causes say station closure.</td>
</tr>
<tr>
<td>7.</td>
<td>A slip, trip or fall by member of staff or the public within an enclosed cafe or shop at stations is excluded</td>
</tr>
<tr>
<td>8.</td>
<td>A fire started in the toilets causing a station closure would be included, whilst one put out with no effect on station users would be excluded</td>
</tr>
<tr>
<td>9.</td>
<td>Concourse/passenger side of booking offices is included</td>
</tr>
</tbody>
</table>

Annex A to the Railway Group Standard GH/RT4005 provides this same definition of RSC Scope but to a slightly different layout.

| RAILWAY GROUP | Railtrack and the duty holders of RSCs accepted by Railtrack. |

| INFRASTRUCTURE CONTROLLER | The person or body having legal responsibility for control of the railway infrastructure. |

| STATION OPERATOR | The person or body in possession of the ‘Station Operator’s Licence’ and thus having responsibility for control of the station. |

| TRAIN OPERATOR | The person or body in possession of the relevant passenger or non-passenger ‘Train Operator’s Licence’ for the train movement. The ‘Train Operator’ may well contract with other rail businesses for provision of traincrew and/or T & RS, but its responsibilities as ‘Train Operator’ remain. This is clearly defined in each Operator’s Railway Safety Case. |
3 Types of Person

This section gives details on Railway Group and HMRI definitions. There are some differences. Railway Group classify all personal accidents either to a Passenger, member of Public or Workforce. A person’s actions (e.g., trespassing) are an attribute rather than a separate Person Type (as in HMRI’s definition).

Before providing the detailed definitions, the table below summarises the main Person Type categories and differences between Railway Group and HMRI.

<table>
<thead>
<tr>
<th>Grouping (Railway Group only)</th>
<th>Sub Categories (Railway Group)</th>
<th>HMRI differences (main only)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Passenger</td>
<td>Passenger *</td>
<td>HMRI specifically exclude trespassers and deliberate fare evaders</td>
</tr>
<tr>
<td></td>
<td>Person-on-business (train based)* e.g. TPO, Customs &amp; Excise staff.</td>
<td>HMRI do not group under passengers, or split between train based and not train based.</td>
</tr>
<tr>
<td>Workforce (on duty)</td>
<td>Staff *</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Contractors *</td>
<td></td>
</tr>
<tr>
<td></td>
<td>BTP *</td>
<td></td>
</tr>
<tr>
<td></td>
<td>On-board catering staff*</td>
<td></td>
</tr>
<tr>
<td></td>
<td>(Persons on business, franchisee’s employees)</td>
<td></td>
</tr>
<tr>
<td>Public</td>
<td>Persons on Property *</td>
<td>HMRI specifically exclude trespassers</td>
</tr>
<tr>
<td></td>
<td>Railway neighbour *</td>
<td>No direct equivalent. Included as Persons on Property if not trespassing, and if trespassing as trespasser</td>
</tr>
<tr>
<td></td>
<td>Persons-on-Business (not train based) *</td>
<td>HMRI do not group under Public or split between train-based and not train-based.</td>
</tr>
</tbody>
</table>

NOTES: * In every case may include persons who are trespassing

The following person type definitions are those used by Railway Group. They applied from April 1995 (with an amendment in respect of TPO staff from April 1996), but for context purposes all Railway Group data from April 1991 in the SPR is now shown on the current definitions.

A person travelling or intending to travel, i.e.:-

- is actually on board a passenger train for travel purposes, irrespective of person’s actions include:
  - suicides or suspected suicides (see Note 7)
  - persons who, in the course of travelling, open doors whilst train is in motion e.g. under the influence of alcohol, or climb out of the train e.g. to train surf (see Note 4)
  - train surfers, unless this is the sole activity on the train (see Note 4)
  - before and after on-board train travel, but whilst still on operational railway, irrespective of whether the person has a right or is authorised to be in the place where accident occurred
3 Types of Person (continued)

**Passenger**
(Railway Group Definition Only)
- (continued)

- **include:**
  - passengers who deliberately cross tracks between platforms at stations (i.e. a Passenger Trespasser)
  - passengers who step from platforms
  - passengers who use a crossing at a station with or without authority
  - suspected suicide (see Note 6)

- **but exclude:**
  - confirmed suicides, e.g. where person jumps from platform, even if there is clear evidence of intention to travel or having travelled on train to place where accident occurred (see Note 6)
  - person hanged at station

irrespective of whether person has a valid authority to travel (fare evaders to be included)

**Notes:**

1. person who falls from a platform due to illness to be treated as a Passenger, irrespective of valid authority to travel.

2. Staff travelling on duty including a railway Driver “travelling passenger” on “the cushions” to be regarded as on duty and Workforce but, if travelling before/after turn of duty, should be regarded as Passenger.

   **NB** This applies for statutory reporting too; HMRI published Guidance to the contrary was an error.

3. For the purposes of ‘statutory reporting’ under RIDDOR 1995, passengers deliberately crossing the tracks at stations or who in any other way trespass (i.e. a Passenger Trespasser) must be reported as a ‘Trespasser’ and not a Passenger

4. Train surfers are not normally regarded as passengers as they do not board the train in the normal way and are not on board the train for travel purposes. If, however, they begin their journey travelling in the normal manner and then decide to train surf they are treated as Passenger Trespassers.

5. Persons who injure themselves in station toilets, car parks, in separate premises on stations (e.g. restaurants, retail premises) are not to be treated as having occurred on the operational railway (unless it is connected with an event affecting the station).

6. Suspected Suicides at stations by persons who showed intention to travel or had travelled are included as passengers because of the difficulty of distinguishing between platforms jumps and genuine falls/slips. Only if it is a confirmed suicide (i.e. Coroner’s Inquest Verdict) is it excluded (and treated as Public).

7. For the purposes of statutory reporting, passengers who commit suicide by falling from a train are also reported as Passengers. The HMRI, however, group them under a separate Person class (of suicides) for their Annual Report.
3 Types of Person - (continued)

### Passenger
(Railway Group Definition Only)
- (continued)

- **Passenger Trespasser**

### Person on Business (train-based)

- **All persons working for the Railway Group on railway operations** (either as direct employees or under contract)

#### Notes:
1. A “direct employee” is an employee of a Railway Group member.
2. “Under contract” relates to Workforce working as contractors, i.e. under a contract to a Railway Group member (either as direct employees of an organisation within the Railway Group or of contractors to such organisations.
3. Staff travelling on duty, including driver “travelling passenger” on “the cushions” to be regarded as workforce. When travelling before/after turn of duty they are to be treated as passengers.

### Workforce
(Railway Group Definition Only)

- **Passenger**

- **BT Police**

- **On-board Catering staff**

  - *(Person on business, franchisee’s staff)*

### BT Police

BTP employees working for Railway Group members on railway operations

### On-board Catering staff

Franchisees’ staff (and any persons under contract to them) on-board train e.g. providing catering service.

#### NB:
This group is being treated as workforce by Railway Group to align with RIDDOR 1995 Statutory Reporting arrangements.
3 Types of Person - (continued)

**Trackside Activities**

(Railway Group Definition only)

Workforce employed in engineering or technical activities on or near the line or lineside (as defined in the Rule Book, which includes within 4’ of platform edge).

**Notes:**

1. Engineering or technical activities are civil engineering, signal engineering, electrification, telecoms, building works, shunting and other supporting activities (e.g. point winding, handsignalling, lookouts, PICOW, PICOP, engineering supervisory duties, patrolling and walking to perform any engineering or technical activities).
2. Engineering or technical activities therefore **exclude** work by those in existing railway train(wo)man grades, fitters attending a failed train and signalmen unless engaged in one of the above activities, e.g. handsignalling. It would include those in existing grades of Permanent Way staff, S & T, overhead line and shunters when performing “trackside activities”.

**Public**

(Railway Group Definition only)

**Persons other than Passenger or Workforce (i.e. Person-on-Business (not train based) or Persons on Property or Railway neighbour)**

A person who is not a Passenger, Workforce (as Direct Employee or Under Contract) but who is justifiably on business (but not train based) connected with the railway, e.g. someone seeing off/meeting a passenger (this includes, for example, taxi drivers etc.) or persons working at stations.

**Notes:**

1. Royal Mail staff or tenants employees on stations (and catering franchisees not train based) are to be treated as Person-on-Business (not train based).
2. Person-on-business train based, e.g. TPO staff are treated as passengers.
3. Franchisees operators (train based), e.g. catering staff are treated as Workforce.

A person who becomes affected by the railway whilst being on it e.g. level crossing or bridge users which become affected by incidents/accidents on the railway.

**Notes:**

1. This includes people who have no intention of travelling who may or may not be trespassing, e.g. using railway property as a means of access (taking short cut through open station) or electrocuted throwing objects onto railway etc. or walking by the line.
2. Most “trespassers” will be in this group.
### 3 Types of Person - (continued)

<table>
<thead>
<tr>
<th>Public</th>
<th>Railway Neighbour</th>
</tr>
</thead>
<tbody>
<tr>
<td>(Railway Group Definition only)</td>
<td>A person not on railway property, who becomes affected by it, e.g. a bystander on the pavement is injured by scaffolding from railway property, or affects it e.g. a vandal throwing stones whilst from a place off railway property.</td>
</tr>
</tbody>
</table>

The following person type definitions are used for statutory reporting by HMRI. These are provided for information.

The main difference from Railway Group definitions is that Trespassers are a “Person Type” and not an attribute related to an individual’s actions (hence a passenger cannot be a trespassing passenger for statutory reporting). The “Person Type” of “Member of Public” does not exist. They are either treated as Trespassers or Persons on Property.

<table>
<thead>
<tr>
<th>Passenger (HMRI Definition)</th>
</tr>
</thead>
<tbody>
<tr>
<td>A person travelling or intending to travel on a train. It includes before and after travel, but still on railway premises, irrespective of whether he/she has a valid authority to travel, unless it is established that the person was:-</td>
</tr>
<tr>
<td>a) deliberately avoiding payment of the fare, or</td>
</tr>
<tr>
<td>b) travelling in a place not authorised for his or her use, e.g. outside of trains.</td>
</tr>
</tbody>
</table>

**Notes:**

1. In the case of (a) or (b), the person should be treated as a Trespasser.
2. A person who falls/jumps from a platform, irrespective of whether a valid authority to travel is held, should be treated as a Trespasser unless it can be established that the person did not deliberately fall/jump, e.g. a fall caused by illness, etc.
3. A railway Driver “travelling passenger” on duty would be regarded as on duty but, if travelling before/after turn of duty, should be regarded as a Passenger.

**NB:** This also applies for statutory reporting; HSE published guidance to the contrary is incorrect.

4. Any person committing suicide (even from moving train) is no longer regarded by the HMRI as a passenger in their Annual Report, but should continue to be reported as Passenger by Controller of Premises.
### 3 Types of Person - (continued)

<table>
<thead>
<tr>
<th>Trespasser</th>
<th>A person who is in a place he/she has no right or authority to be, and includes:</th>
</tr>
</thead>
<tbody>
<tr>
<td>(HMRI Definition)</td>
<td>• a person deliberately avoiding payment of the fare</td>
</tr>
<tr>
<td></td>
<td>• a person travelling in a place not authorised for their use e.g. outside of</td>
</tr>
<tr>
<td></td>
<td>trains</td>
</tr>
<tr>
<td></td>
<td>• a person (public or passenger) who uses without authority a recognised</td>
</tr>
<tr>
<td></td>
<td>“staff only” crossing (e.g. barrier or staff foot crossing) at a station</td>
</tr>
<tr>
<td></td>
<td>• a person killed or injured at a level crossing whilst acting in wilful</td>
</tr>
<tr>
<td></td>
<td>disobedience of warning signs or signals or strayed away from the normal</td>
</tr>
<tr>
<td></td>
<td>route of the level crossing</td>
</tr>
<tr>
<td></td>
<td>• the occupants of road vehicles which land on railway property as a result</td>
</tr>
<tr>
<td></td>
<td>of, for instance, a road traffic accident on an adjacent highway</td>
</tr>
<tr>
<td></td>
<td>• persons falling from, for example, a road-over-rail bridge and landing on</td>
</tr>
<tr>
<td></td>
<td>the railway</td>
</tr>
<tr>
<td></td>
<td>• persons electrocuted while dangling or throwing objects from a position on</td>
</tr>
<tr>
<td></td>
<td>non-railway property onto OLE/Conductor rails at bridges etc.</td>
</tr>
<tr>
<td></td>
<td>• persons falling/jumping from platform unless not deliberate e.g. congestion,</td>
</tr>
<tr>
<td></td>
<td>or illness, in which case treat as passenger.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Person on business</th>
<th>A person who is not a Passenger, Employee or Contractor but who is justifiably</th>
</tr>
</thead>
<tbody>
<tr>
<td>(HMRI definition)</td>
<td>on business connected with the railway provided they are not in any unauthorised</td>
</tr>
<tr>
<td></td>
<td>area e.g. someone seeing off/meeting a passenger; this includes for example</td>
</tr>
<tr>
<td></td>
<td>taxi drivers.</td>
</tr>
</tbody>
</table>

**Note:**
Where reporting incidents which involve employees of other transport operators, they should be identified as ‘Person-on-Business’. TPO staff and franchise operators will therefore be Persons on Business when reported by Railtrack and Train Operators.

<table>
<thead>
<tr>
<th>Person on property</th>
<th>A person who has no business with the railway, but becomes affected by it e.g.</th>
</tr>
</thead>
<tbody>
<tr>
<td>(HMRI definition)</td>
<td>level crossing or bridge users which become affected by incidents/accidents on</td>
</tr>
<tr>
<td></td>
<td>the railway.</td>
</tr>
<tr>
<td></td>
<td>This includes people who have no intention of travelling but <strong>who are not</strong></td>
</tr>
<tr>
<td></td>
<td><strong>trespassing,</strong> e.g. using railway property as a means of access.</td>
</tr>
</tbody>
</table>

**Notes**
1. It is difficult to justify classifying persons taking “short cuts” through open stations’ concourses or using shops on stations as trespassers so such instances are classified as “Persons on Property”.
2. RIDDOR 1995 relabelled “Other Persons” as “Persons on Property” from April 1996.
3. Person on Property, under HMRI definition, cannot be a trespasser.

<table>
<thead>
<tr>
<th>Employee</th>
<th>Includes permanent, temporary, trainee, apprentice and in certain circumstances</th>
</tr>
</thead>
<tbody>
<tr>
<td>(HMRI definition)</td>
<td>agency staff for which see para. 24, page 3 of HSE Guidance.</td>
</tr>
</tbody>
</table>
3 Types of Person - (continued)

Contractor
(HMRI definition)

Those employed under contract (excluding direct workforce).

4 Person’s Intentions

The concept of intention (being either suicide, suspected suicide or accidental) only applies to Railway Group data. Railway Group accident data in the SPR is provided on this basis from April 1991 onwards. HMRI follow Coroner Verdicts only and do not publish figures using equivalent categorisations.

Accidental
(Railway Group Definition only)

Casualties (fatalities or injuries) where the person had no intention to take their own life or injure themselves.

Notes:
1. This is a managerial assessment following the application of the standard criteria to remove Suspected/Attempted Suicides. It is not necessarily the Coroner’s Verdict, i.e. it will include some Open Verdict cases.
2. The categorisation is irrespective of whether the person has a right or is authorised to be where the accident occurred, i.e. they may be trespassing.
3. Where doubt exists about the categorisation it is treated as Accidental and not Suspected/Attempted Suicide.

Suicide
(HMRI and Railway Group)

Fatalities where the Coroner’s Inquest returns a verdict of Suicide, or in Scotland where the investigation process indicates Suicide.

Suspected / Attempted Suicide
(Railway Group Definition only)

Casualties (fatalities or injuries) where there is objective evidence (apart from Coroner’s Verdict) indicating the persons intention to take their own life or injure themselves. Decision to be based on applying standard (see Ovenstone criteria - Appendix A) adapted for railways.
5 Types of Injury

These definitions apply to all data, except that from April 1996 (when RIDDOR 1995 was introduced) the HMRI do not apply a definition of major injury to passenger and public. Again, to provide a history, Railway Group data from April 1991 in the SPR is based on the current definitions.

**Fatality**

Statutory definition i.e. due to an accident at work, including where death occurs within twelve months as a direct result of an accident.

*Note:* Excludes death from natural causes. Natural causes includes heart attack, fits and in some circumstances drug overdose.

**Major Injury**

(Railway Group Definition Only)

As defined in RIDDOR 1995.

*Notes:*

1. Whilst for statutory reporting under RIDDOR 1995 this definition applies to only employees, for Railway Group purposes the RIDDOR 1995 Major Injury definition must continue to apply to all person types (i.e. including passenger, public and contractor).

2. Please refer to GH/RC4500 for clarification of certain “major injury” definitions (as shown in HSE’s Guidance Booklets on RIDDOR 1995).

**Statutory Reportable as ‘Major Injury’**

- **Workforce**
  - All major injuries reportable reportable as major.
  - *Note:* Under RIDDOR 1995, only employees have injuries reported as major injuries.

- **Passenger, Public**
  - All major injuries, where person taken from the scene/site to hospital for treatment/attention, *but excluding self-inflicted injuries or cases of assault.*
  - *Note:* Under RIDDOR 1995 these are reportable as an injury and not a major injury (see Note 1 above).

**Not Statutory Reportable**

- **Passenger, Public**
  - All major injuries where person *not* taken from the scene/site to hospital for treatment/attention e.g. passenger breaks arm but does not go to hospital at the time directly from the accident site.
  - *Note:* For Railway Group purposes, all major injuries to passenger/public must continue to be reported to Railtrack as major injuries (see above).
5 Types of Injury (continued)

<table>
<thead>
<tr>
<th>Minor Injury</th>
<th>Statutory Reportable as minor injury</th>
<th>Workforce</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Statutory Reportable</th>
<th>Passenger, Public</th>
</tr>
</thead>
<tbody>
<tr>
<td>Injury</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Not Statutory Reportable</th>
<th>Workforce</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>Passenger, Public</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lost Time Accidents</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Lost Time Accidents</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Statutory Reportable Injuries</th>
<th>All Fatalities</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>All Major Injuries</td>
</tr>
<tr>
<td></td>
<td>Those minor injuries resulting in absence from duty (excluding day of injury)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Equivalent Fatality</th>
<th>All fatalities and injuries expressed in terms of fatalities where:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>• 10 major = 1 fatal</td>
</tr>
<tr>
<td></td>
<td>• 200 minor = 1 fatal</td>
</tr>
</tbody>
</table>

Note:
“Shock” i.e. psychological trauma is not regarded as injury for statutory reporting purposes (major or minor), even if the individual has been taken from scene to hospital for attention.
### 6 Types of Personal Accidents

<table>
<thead>
<tr>
<th>Type</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Occupational Ill Health</strong></td>
<td>Any case of ill health which is suspected or known to have resulted from the affected person’s work activity or work environment, other than ill health caused by personal accident or assault. Occupational ill health includes cases of Reportable Disease.</td>
</tr>
<tr>
<td><strong>Personal Accident</strong></td>
<td>An uncontrolled, unplanned event that results, or could in similar circumstances result, in an individual being injured or shocked. It includes ill health that is attributable to a single event while at work, including inhaling, swallowing or otherwise absorbing any substance, or from suffering lack of oxygen, except where a Reportable Disease is involved. Cases of death attributed to natural causes, or illnesses / conditions that are not work-related, are not to be regarded as a personal accident, and as such do not generally require to be reported in compliance with this procedure. However if such death or illness / condition placed others in danger owing to the nature of the task being carried out by the employee at the time, the event must be reported as a personal accident, detailing the nature of the “natural cause or illness / condition” involved. In the case of injury at work due to illnesses / conditions that are not work-related reporting must be carried out if a Notifiable Injury is involved, or if the event highlights a danger to other persons not suffering from the illness / condition.</td>
</tr>
<tr>
<td><strong>Reportable Disease</strong></td>
<td>Any case of disease listed in Schedule 3 of the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995, contracted whilst carrying out a specified work activity. There is a statutory duty to report these diseases to the appropriate Enforcing Authority. This will be done by the relevant Statutory Reporting Point. Cases of reportable disease are a specific form of Occupational ill health. The definitions on personal accidents apply to all data. Station accidents, however, is a Railway Group definition only.</td>
</tr>
<tr>
<td><strong>Personal Accidents</strong></td>
<td>Injuries resulting from trains/rolling stock i.e. collisions, derailments, trains striking obstructions, fires, open door ‘collisions’ (with passing train or lineside structure)</td>
</tr>
<tr>
<td><strong>Train Accident Casualties</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Movement Accidents</strong></td>
<td>Injuries involving movement of trains, but excluding injuries sustained in Train Accidents (see above). Includes stationary trains, boarding and alighting trains and accidents occurring on board trains.</td>
</tr>
</tbody>
</table>
6 Types of Personal Accidents (continued)

- **Personal Accidents**
  - (continued)
  - **Non-Movement**
    - Accidents unconnected with trains e.g. slips, trips and falls on platforms, falls on stairs/escalators at stations.

- **Station Accidents**
  - (Railway Group Definition Only)
  - Movement, and Non-Movement Accidents ascribed to stations. Movement accidents are those associated with platform management (e.g. boarding/alighting) and not those occurring wholly on board train.

7 Types of Train and Train Accidents

- **Train**
  - Includes a locomotive, tramcar or other power unit vehicle used on the transport system.

- **Passenger Train**
  - A train which is in service and available for use of passengers. A train of empty coaching stock brought into a terminal station, for example, becomes a passenger train in service as soon as it is available for passengers to board.

- **Non-Passenger Train**
  - Any train which is not available for the use of passengers, including empty coaching stock trains (but see above), freight trains, and light locomotives.

- **Train Accidents**
  - **Statutory Reportable**
    - (HMRI Only)
    - Accidents to trains notifiable under RIDDOR 1995.

  **Note:** train failures (e.g. axle breaks, train divisions) are not treated as train accidents, for the HMRI’s statistical reports and the SPR.

  This covers the following (see also Code of Practice GH/RC4500 for more details).

  - **Collisions** between trains or railway vehicles. All passenger train collisions are included and non passenger train collisions on a running line where damage (including breaking glass) occurs. Any collision in a siding which obstructs running line is also included.
  - **Buffer Stop Collisions:** train striking a buffer stop (other than in a siding) where injury arises or the train or vehicle is damaged.
  - **Collisions between trains and projections from other trains or vehicles on parallel lines.** This includes open door ‘collisions’ with passing trains.
  - **Deraillments** of passenger trains, and of non passenger trains on running lines, or in sidings if running line obstructed.
7 Types of Train and Train Accidents (Continued)

<table>
<thead>
<tr>
<th>Train Accidents - (continued)</th>
<th>Statutory Reportable (HMRI Only) - (continued)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>• Train running into obstructions at level crossings (a road vehicle, gate) or horse/cattle, and anywhere on running lines (running into object or other animal, if damage occurs). “Trains running into obstructions” includes “trains being struck by”</td>
</tr>
<tr>
<td></td>
<td>• Fires on trains: for all passenger trains (and trains carrying dangerous goods) any fires, severe electrical arcing or fusing; for all non passenger trains (as above) except any fire must be extinguished by fire brigade to be reportable.</td>
</tr>
<tr>
<td></td>
<td>• Other Accidents to trains: e.g. open door strikes lineside structure.</td>
</tr>
</tbody>
</table>

Note: Certain non passenger collisions and derailments on running lines are not statutory reportable i.e. if during shunting or in a possession, and no other running line obstructed nor personal injury involved.

All other accidents involving trains.

SPAD

Signal Passed at Danger without authority

SPAD Category A

Any occasion where a train passes a signal at danger without authority, other than defined below as ‘Category B’.

SPAD Category B

Any occasion where a train passes a signal at danger without authority because a stop aspect or indication was not displayed with sufficient time for the driver to stop safely at the signal:

- because it was returned to danger in an emergency in compliance with rules and regulations, or
- because a failure of signalling or level crossing equipment, or
- because it was returned to danger in error
8 Running Lines

These definitions apply to all data.

A ‘running line’ is a line which is not a siding and is ordinarily used for the passage of trains. It is as shown in Table ‘A’ of the Sectional Appendices. All lines which are not running lines are, therefore, regarded as loops or sidings.

A running line may be “passenger” or “freight only”. The running line may be under an engineer’s possession and not available for normal train running.

“On running lines” is obvious but “affecting …” can be open to doubt. In practice, this means a collision or derailment in a yard, depot or siding has resulted in an adjacent running line being endangered i.e. physically obstructed by the derailed vehicle(s).

Collisions and derailments occurring within yards, depots or sidings where:

- an adjacent running line is not physically obstructed by derailed vehicles, or
- for precautionary reasons an adjacent running line is blocked or trains run at reduced speed only due to (1) presence of investigation, rerailing or emergency services personnel close to the running line, or (2) pending confirmation that derailed vehicles are close to, but not obstructing, running line
- a non-derailed portion of the train or shunt movement becomes stranded on the running line simply because the train/movement cannot continue

are regarded as collisions/derailments not affecting running lines.

9 Level Crossing Categories

These definitions apply to all data and are based on HMRI groupings, published in their Annual Report.

<table>
<thead>
<tr>
<th>Level Crossings</th>
<th>Protected</th>
<th>Unprotected</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Manual</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Automatic</td>
<td></td>
</tr>
</tbody>
</table>

Level Crossings where barrier/gates are manually operated by Railway employee i.e. MG, MCB, MCB with CCTV.

Level Crossings where protection is automatically operated i.e. AHB, ABCL, AOCR, AOCL, UWC with MWL.

Level crossings where any protection not automatically controlled or manually controlled by Railway employee i.e. UWC, UWC with T, OC, FP.
### 10 Level Crossing Types

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>MG</td>
<td>Manual gate (operated by a railway employee including those operated by trainmen).</td>
</tr>
<tr>
<td>MCB</td>
<td>Manually controlled barrier (operated by a railway employee).</td>
</tr>
<tr>
<td>MCB with CCTV</td>
<td>Manually controlled barrier (operated by a railway employee) with Closed Circuit Television.</td>
</tr>
<tr>
<td>AHB</td>
<td>Automatic half barrier</td>
</tr>
<tr>
<td>ABCL</td>
<td>Automatic barrier crossing, locally monitored</td>
</tr>
<tr>
<td>AOCR</td>
<td>Automatic open crossing, remotely monitored</td>
</tr>
<tr>
<td>AOCL</td>
<td>Automatic open crossing, locally monitored</td>
</tr>
<tr>
<td>UWC with MWL</td>
<td>User worked crossing with either gates or lifting barriers (not manned by a railway employee) with miniature red/green warning lights.</td>
</tr>
<tr>
<td>UWC</td>
<td>User worked crossing with either gates or lifting barriers (not manned by a railway employee).</td>
</tr>
<tr>
<td>UWC with T</td>
<td>User worked crossing with either gates or lifting barriers (not manned by a railway employee) with telephone connected to the supervising signalbox.</td>
</tr>
<tr>
<td>OC</td>
<td>Open Crossing</td>
</tr>
<tr>
<td>FP</td>
<td>Footpath (level crossing)</td>
</tr>
</tbody>
</table>
11 Normalising Data

**Passenger Journeys**
Passenger Operating Journeys. CAPRI basis (operating journeys).

**Passenger Miles**
Passenger Miles. CAPRI basis.

**Passenger Transits**
Journeys starting and ending at a station and interchanging journeys.

**Train Miles**
Source is PALADIN (Train miles monitoring statistics print).

**Passenger**
Passenger train miles exclude ECS train miles i.e. "loaded" miles only.

**Total**
For passenger train operating companies this includes both "passenger train" and "ECS train" mileage.
For non passenger train operating companies this includes total train miles.

**Vehicles**
Serviceable and stored serviceable vehicles, i.e. excluding stored unserviceable vehicles.

12 Railway Group Safety Objectives

**Railway Group Safety Objectives**
The strategic Safety Objectives published by Railtrack S&SD in the annual Railway Group Safety Plan.
Appendix A

Applying Ovenstone Criteria to Classifying Casualties as Suspected/Attempted Suicide

Guidance Notes

Background

1. Over 200 fatalities occur on the railways each year. Many are wholly accidental events, but others the result of a deliberate action by the victim. Suicides (as determined by Coroner’s Verdict) however only account for over one third of deaths on the railway.

2. To assist in directing management actions to preventing the accidental fatalities to members of the public and passengers, it is necessary to identify any Suspected Suicides in the remaining two thirds of all deaths. Analysis shows these account for about half the remainder e.g. public accidental fatalities, excluding suspected suicides, are some 60 per annum.

3. The application of the principles given here is important in order to achieve consistency.

General Principles

Each of the following, on its own, can be treated as sufficient evidence of Suspected Suicide (unless, of course, positive evidence that the fatality was accidental exists):

- Suicide note
- Clear statement of suicidal intent to an informant
- Behaviour demonstrates suicidal intent
- Previous suicide attempts
- Prolonged depression
- Instability, i.e. marked emotional reaction to recent stress or evidence failure to cope (e.g. breakdown)
Appendix A

Applying Ovenstone Criteria to Classifying Casualties as Suspected/Attempted Suicide

- (continued)

General Principles - (continued)

1. The following are conditions which, by themselves, should not be used to indicate Suicide or Suspected Suicide:
   - alcoholic or drug addict
   - mental illness (unless suicidal related)
   - incurable disease
2. ‘Trespasser’ status is an irrelevant factor
3. Under the influence of alcohol/drugs at time of event is irrelevant (may make it more or less likely to be Suspected Suicide)
4. Location may be relevant factor e.g. if no other reason to be there (i.e. not an official or unofficial crossing point)
5. The younger the child the less likely to be Suspected Suicide

Coroner’s Verdict

When Verdict becomes available, review the classification and:

- If Suicide (or SP in Scotland)
  Alter any previous Suspected Suicide or Accidental entry to Suicide.

- If Open (or SN in Scotland)
  Do not alter entry unless new evidence emerges, i.e. an “Open” Verdict is not, by itself, a reason to alter entry to ‘Suspected Suicide’.

- If Accidental or Misadventure
  Remove any previous ‘Suspected Suicide’ entry (unless local management have overwhelming positive reason to believe ‘Suspected Suicide’ entry is still justified).
Appendix A

Applying Ovenstone Criteria to Classifying Casualties as Suspected/Attempted Suicide

- (continued)

General Principles - (continued)

Requirement

Every railway fatality in Great Britain (including Scotland) should be classified as Suicide (i.e. in accordance with Coroner’s Verdict or its equivalent in Scotland), Suspected Suicide (using criteria provided above) or Accidental (remaining fatalities).

Without positive evidence to indicate a fatality to be either Suicide or Suspected Suicide, the fatality should be classed as Accidental (i.e. default to Accidental).

Do not wait for Coroner’s Inquest before making entry (even for Suicide cases).

A classification may be entered as soon as any evidence is available. It must, however, always be reviewed whenever new evidence becomes available, e.g. during investigations or at a Coroner’s Inquest.

Whose decision?

The classification is a matter for local railway management judgement based on all available evidence (e.g. eye-witness account as to person’s behaviour (which may be the train driver’s own account), BT Police findings, Coroners’ findings).

The classification is wholly for management statistical purposes and is not:

- passing judgement on the particulars of any case
- for use outside the Railway Group
- for any other purpose
References

GA/RT6001  Railway Group Standards Change Procedures
GE/RC8509  RIDDOR1995 - Supplementary Guidance on Statutory Reporting
GH/RT4005  Reporting of Safety Related Information to Railtrack