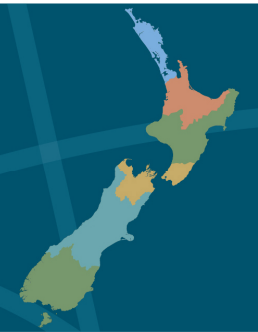


rail safety update



August 2010

Welcome

News and updates for the rail industry and safety assessors from the NZ Transport Agency Rail Safety Team.

New NZTA web site

A recent review of a sample of assessment reports revealed that 70% of conditions arising from the reports were repeat conditions.



This is of concern to the NZTA. We are updating our report template and will expect each condition response to contain the following information:

1. Identify the root cause

Identify what went wrong that resulted in the condition being raised.

2. Establish a corrective action

What has been done to correct the non compliance

3. Establish a preventative action

What system/procedure has been put in place to prevent recurrence of this non-compliance

4. Provide Evidence

Provide evidence to the assessor that the condition has been adequately addressed. All non-compliances in future should be answered using this method. Assessors will be following up with organisations to ensure that this is done.

An example for a training related non-compliance condition follows:

Reference: 10/06 C 1 Non-	
compliance grading: M	
Training Records	
Observation:	The training records were reviewed. It was noted that the records for Bob Smith and John Brown were not up to date.
Action required:	All training records must be up to date.
Response:	<i>1. Identify the root cause</i> The training records were not up to date as no call up system had been established

	<p>2. Establish a corrective action</p> <p>All training records have been reviewed and are now up to date</p> <p>3. Establish a preventative action</p> <p>A call up system has been developed and implemented to ensure training records remain current.</p> <p>4. Provide evidence</p> <p>A copy of the call up procedure and updated training records for Bob Smith and John Brown are attached as evidence</p>
Assessor Comment	Recommend this condition is CLOSED.

Changes of Management / Contact Details

Please remember to advise your client manager of any changes to positions/officers in your organisation relating to rail activity (including management committees). Please include a brief CV of the new officer advising their experience in rail activities.

The NZTA keeps a comprehensive database of contact details of rail participants. It would be appreciated if you could keep your client manager updated with any amendments to contact details for your organisation.

Internal Audits

We're often asked who can conduct internal audits on rail organisations. Some large companies have specialist safety auditors to conduct safety audits on their organisations, however this may not apply to smaller organisations.

Any member of an organisation with the appropriate competency can conduct an internal audit provided they don't audit areas for which they hold responsibility.

Where officers or members have responsibility for many areas of a small organisation and cannot be independent of the functions to be audited it would be a good idea to share resources with nearby organisations. Someone competent from a rail organisation locally could come and do the internal audit.

Internal audits should be carried out to the 14 Point assessment plan contained in the *Rail Safety Licensing and Safety Assessment Guidelines* on Page 42:

<http://www.nzta.govt.nz/resources/rail-safety-licensing-safety-assessment-guidelines/docs/rail-safety-licensing-and-safety-assessment-guidelines.pdf>

Preferably an internal audit would be conducted six months after the NZTA external assessment. This would provide a good coverage of audits and ensure internal audit recommendations could be addressed prior to the external assessment.

Siding Inspection Priorities – KiwiRail Network Inspection Reports

In June 2009, ONTRACK (now KiwiRail Network) sent out a significant information notice (SIN) specifying the priorities and tolerances for repairs of track connected with the National Rail System. The following priorities apply in simple terms:

- Priority 1 faults are to be repaired within 2 days*
- Priority 2 faults are to be repaired within 1 week*
- Priority 3 faults are to be repaired within 1 month*
- Priority 4 faults are to be repaired within 6 months*
- Priority 5 faults are to be repaired within 12 months*

*These timeframes can be extended by the KiwiRail Network Area Manager through applying further mitigation, but this mitigation should be stated on the inspection report cover page (M122). This mitigation could include a speed or other operating restriction (e.g. limit to walking pace only).

A copy of the inspection report should be forwarded to the siding owner/operator following the inspection. Any queries on these reports should be directed to the KiwiRail Network Area Manager.

Volunteers

Organisations that have no employees have a general duty of care under the Health and Safety in Employment Act 1992 to ensure the health and safety of their volunteers. Some heritage railway operators would be in this category.

The duty of care requires organisations to consider the hazards that their volunteers might encounter when doing any work activity and to put in place safety arrangements appropriate to the tasks to be performed. This should be done when planning the work activity before it starts.

If a Health and Safety Inspector from the Department of Labour becomes aware of a significant hazard relating to work being done by volunteers, then the Inspector must contact the person in charge of the work to discuss means of eliminating, isolating or minimizing the hazard.

Further information can be found on the Department of Labour website using these links:

<http://www.osh.dol.govt.nz/order/catalogue/pdf/volunteer.pdf>

<http://www.osh.dol.govt.nz/order/catalogue/pdfs/volunteers.pdf>

None of this takes away any responsibilities to take all practicable steps to ensure the safety of all rail personnel and the public under the Railways Act 2005 which treats employees and volunteers the same.

In addition there is a range of legislation that may also apply to rail organisations. Examples of these would be the Electricity (Safety) Regulations 2010, Hazardous Substances and New Organisms (HASNO) Act 1996 and many more. All organisations must comply with relevant legislation.

Correspondence to the NZTA

These days, we prefer to receive correspondence electronically. All correspondence is now stored on an electronic storage system here at the NZTA, so sending your letters, files or reports electronically saves us a bit of time.

Please send all of your electronic correspondence to your client manager and please cc our Rail Safety Manager - john.freeman@nzta.govt.nz. However, if electronic mail is not available for your organisation 'snail mail' will still be answered!

Change to Welding Qualification Standards

Many rail organisations at various times use certified welders for different jobs. This may be done in-house or by contracting in a suitably qualified welder. For those who don't already know, please be aware that changes were made earlier this year to the standards used in this area, including to the process for certifying bodies under a new standard. On 1 April 2010 NZS 4711:1984 *Qualification tests for metal-arc welders* and NZS 4703:1985 *Welder qualification tests for stainless steel pipe for the dairy industry* were replaced by Standards New Zealand with AS/NZS 2980:2007 *Qualification of welders for fusion welding of steels*.

The old standards were replaced to ensure international best practice for welder qualifications is being followed. Existing welding qualifications issued under the old standards remain valid until expiry if the certificate was issued to the holder prior to 1 April 2010.

More detailed information is available from Standards New Zealand at <http://www.standards.co.nz/touchstone/Issue+16/Engineering/default.htm#2>

All organisations must ensure that certified welders undertaking work are certified under the correct standard. Safety assessors, if reviewing documents relating to certified welding work, should be looking for evidence from the organisation being assessed that the welding was done in compliance with the applicable standard as described above.

Contacting the NZTA Rail Safety Team

The Rail Safety Team is located on Level 6 of PSIS House, 20 Ballance St, Wellington.

Postal Address:

NZ Transport Agency, PO Box 5084, Lambton Quay, Wellington 6145

Email: railregulation@nzta.govt.nz

Reception Phone Number: (04) 894 5400

Rail Safety – Notification Hotline (24/7): Phone (04) 499 1858

The Rail Safety Team

John Freeman	Rail Safety Manager	04 894 5012	john.freeman@nzta.govt.nz
Merv Harvey	Principal Rail Safety Advisor	04 894 5003	merv.harvey@nzta.govt.nz
Adrian Douglas	Senior Rail Safety Advisor	04 894 5015	adrian.douglas@nzta.govt.nz
Rob Gould	Senior Rail Safety Advisor	04 894 5002	rob.gould@nzta.govt.nz
Graeme Hudson	Senior Rail Safety Advisor	04 894 5006	graeme.hudson@nzta.govt.nz
