

NR/L3/OHS/019-IP Level 3 Work Instruction Q&A Log

Question	Response
We are PC in an Engineering worksite, we use a third party to do our Piling works, do we need to PIC their works as they are working for us or employ them so they can act as Task PIC for our works? At the moment they complete their own paper work and COSS/PIC themselves.	<p>1) If it's a bespoke piece of work the piling company is contracted for, they will plan and appoint the staff themselves.</p> <p>2) If the piling is being delivered as part of the lead companies activity and is included within their plan, you must provide the PIC and plan the work</p>
CPMS are working in a large worksite that is owned currently by Carillion who are working under IP SNE and using the SWL process. Our own work within this worksite is actually for Maintenance. Would our COSS's signing into Carillion have to be trained on SWL or because we are working for Maintenance is it suffice to use the COSS process?	As you're working for Route Business your Person in Charge needs to be COSS competence
What is the relationship between the SWL/COSS, the Person In Charge, the PC and the Tester In Charge and how do we define these roles?" There is ambiguity as to who holds the Lead specifically between the PIC and the TIC?	The PIC as defined in 019 is the Person In Charge and will be accountable and responsible for all the risks within their work area and will have a relationship with the TIC and have an understanding of the TIC's duties and responsibilities. They could also be the same individual.
Can we delegate rulebook duties when acting as a PIC?	No, No rule book duties are permitted to be delegated when acting as a PIC at any level
What do you mean by "Contract of employment"?	It's a relationship between two organisations for a named individual or an individual and their employing organisation for a defined period of time to carry out SWL activities
Can a SWL2 or SWM be hired in from a 3rd party organisation?	Yes, however, they MUST be primary Sponsored and have a contract of employment with the lead organisation
In an engineering worksite can a SWL1/COSS be hired in from a 3rd party organisation?	<p>Yes, Network Rail would prefer these individuals are primary sponsored by the lead organisation, if they cannot be, then the following rules apply;</p> <p>The 3rd party is approved to supply SWL1 staff;</p> <p>A contract of employment exists between the 3rd party and lead organisation;</p> <p>Evidence can be provided of efforts have</p>

	<p>been made to use SWL1s employed and sponsored by the lead organisation; The SWL1 is employed and Primary Sponsored by the supplying 3rd party The lead organisation can demonstrate why a particular SWL1 was selected based on the requirements laid out in NR/L2/OHS/019; The SWL1 complies with all PIC responsibilities as laid out in NR/L2/OHS/019; The SWL1 has received a detailed induction into the lead organisations safety management system within the last 6 months or prior to the first shift if they haven't worked for that lead organisation within the last 3 months</p>
Do you need a PIC with each RRV when there are multiple on tack machines in a site of work?	If one PIC can see all machines and manage the associated risks then it's not a requirement, if they cannot manage each machines associated risks, then yes.
Does a standalone worksite need two PIC's and two SWP's?	If the Worksite PIC is also acting as the Task PIC, then one pack is sufficient as long as it covers both activities. If there are two PIC's (a worksite and a Task PIC), then two packs are required, one for each PIC
If a I am a moving worksite what do I need to do?	You need to share your risks and agree compatibility with not only the Worksite PIC but each Task PIC you will be signing in with.
When acting as a SWL1 outside of an engineering worksite can a SWL1 be hired in from a 3rd party organisation?	Yes but they have to be Primary sponsored and have a contract of employment with the lead organisation