

## *SAI (OLE) Trial*

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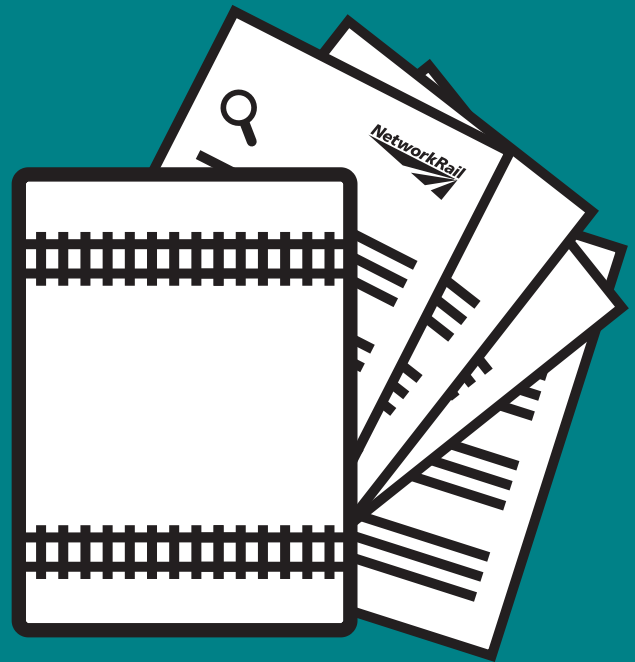
# DRACAS Event Reporting

Frazer-Nash will be conducting an independent study on the trial to understand any issues faced and track agreed measures to understand the success of the trial.

For them to conduct a thorough assessment, we are relying on data to be captured throughout the trial and imploring everyone to raise a report using the form (will be uploaded to Safety Central soon) so that corrective action if required can be documented and implemented. To ensure you are aware of the process, please see below:-

## Who should raise a DRACAS event report?

Every stakeholder – team leaders, office-based staff, floorwalkers, DRACAS Consultants on site. Basically, anyone that is involved in trialling the SAI 25000 process, has undertaken training, planning or working in the trial area.



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## What are we expecting them to raise a report for? / What info do we expect to see?

The form is simplified to enable them to provide as much info as possible. Provide as much detail as you can about the event or issue. There is guidance on the form and further notes to help on the back. There are also floorwalkers supporting the process that can aid in completing forms.

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## Why do we need this information?

Data collected will form the basis for analysis against agreed success criteria. The trial data, specifically issues/events raised via the forms will provide a body of evidence demonstrating assurance of the management of the change to the Standard to ensure its fit for purpose.

## Want to know more?

If you have any further questions on the completing the forms, please do not hesitate to contact the project team, floor walking support or speak to your line managers.

**Email completed forms to [saidracas@fnc.co.uk](mailto:saidracas@fnc.co.uk)**

**Find out more [www.safetycentral.co.uk](http://www.safetycentral.co.uk)**

**<https://safety.networkrail.co.uk/safety/electrical-safety/electrical-safety-delivery-esd/single-approach-to-isolation-sai-ac/sai-ac-trial-only-information/>**

# DRACAS Event Reporting continued.....

## How will the info be used to affect changes? / How will they respond/update?

Data in forms is captured in a DRACAS log and reviewed and sentenced by the DRACAS Working Group (DWG) made up of practitioners including STE, Operations, Contractor and TU representatives to assess if any changes need to be made.

The DWG is meeting bi-weekly. Any corrective actions identified will be assigned a responsible person and progress monitored through to closure. Feedback will be provided by the Network Rail Project Manager.

## Where are we expecting them to get the form from / go to complete the report / send it to?

Forms can be accessed and printed out via Safety Central or uploaded to their computers for electronic population.

Details of where to send it are detailed at the bottom of the form. You can also raise any issues with the floorwalking staff or your local management who may complete a report on your behalf.

## When are we expecting people to raise a DRACAS report?

As reasonably frequently as possible and when they believe there is a need to. If they have a concern directly or are aware of an issue with implementing the new process, or even believe that it is working well (positive feedback is just as important), they should complete a form.



## Want to know more?

If you have any further questions on the completing the forms, please do not hesitate to contact the project team, floor walking support or speak to your line managers.

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