

## Pre-use checks and loading of hand trolleys

**Issued to:** All Network Rail line managers, safety professionals and RISQS registered contractors

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**Location:** National

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## Overview

On the morning of 20 October a prohibition notice was served by an inspector of the Office of Rail and Road following an unannounced site visit at Woofferton Brook on Wales Route.

During the visit the inspector noticed that several trolleys did not have any lights visible. The teams on site attempted to rectify this issue unsuccessfully.

Another trolley was sourced to carry out the work however the brakes on this trolley were found to be defective. Further checks on the other trolleys uncovered similar conditions.

The inspector was then of the opinion that this constituted a serious and imminent risk of either runaway or collision and served a prohibition notice. The trolleys (both Type A and Type B) were immediately quarantined.

Initial findings from the investigation have shown that there was evidence a pallet on the trolley prevented the brakes from working. The pallet pressed on the spigot at the opposite end to the brake handle, holding the brakes off.

This is not the first time an inappropriately loaded trolley has led to compromised braking. [Safety Bulletin NRB 17/15 - Runaway trolley](#) explains one of the more recent examples. Runaway rail equipment has caused fatalities in

An investigation is now in progress. Please use the immediate actions below to reinforce the need for thorough pre-use checks and effective supervision of hand trolley use, including how they are loaded.

## Immediate action required

Handbook 10 of the Rule Book: 'Duties of the CoSS or SWL and person in charge when using a hand trolley' requires the person in charge of the trolley to make sure that:

- The trolley's braking system has been tested and is in good order.
- A red flag or red light is displayed on the trolley – the flag or light must be visible from both directions.
- Users should also check that the trolley has an in date service record and brake test.
- Any defects with the trolley should be reported and if they could affect safe use, it must be quarantined until rectified.
- Trolleys must be loaded correctly to avoid any inadvertent disabling of the braking system.
- A competent operator with the Sentinel competence PTMP16 must check the loading and braking every time the load is changed.
- Planning and use of hand trolleys is covered in the Infrastructure Plant Manual NR/L2/RMVP/0200 Module P514 Hand Controlled Trolleys.

Copies of Safety Advice are available on [Safety Central](#).