

- 1. Location, Ownership, & Operation of the Railway.**
- 2. Health & Safety Policy.**
- 3. Environmental Policy.**
- 4. Safety Management Structure & Organisation.**
  - 4.1 Overview.
  - 4.2 Organisation Chart.
  - 4.3 Duties & Responsibilities of the Chair of the STS Trustees.
  - 4.4 Duties & Responsibilities of the Duty Operations Manager / Responsible Person.
  - 4.5 Duties & Responsibilities of the STR Health & Safety Adviser.
  - 4.6 Duties & Responsibilities of the Staff & Volunteers.
  - 4.7 Safety Performance Targets & Review.
  - 4.8 Safety Management & Review.
    - 4.8.1 Annual Safety Management System Audit.
    - 4.8.2 Management Review.
- 5. Risk Assessment.**
  - 5.1 Introduction.
  - 5.2 Definitions.
    - 5.2.1 Hazard.
    - 5.2.2 Risk.
  - 5.3 Risk Rating.
  - 5.4 Risk Assessment Process.
    - 5.4.1 Timing of Risk Assessments.
    - 5.4.2 Methodology.
    - 5.4.3 Types of Risk Assessment.
    - 5.4.4 Current Risk Assessment Templates.
- 6. Competence Management.**
  - 6.1 Railway Operations.
  - 6.2 Fixed Equipment Operation.**
  - 6.3 Mobile Equipment Operation.**
- 7. Railway Operational Management.**
  - 7.1 Railway Rule Book.

## **8. Health & Safety Arrangements**

- 8.1 First Aid Provision.
- 8.2 Staff & Volunteer Welfare Facilities.
- 8.3 Staff & Volunteer Policies
  - 8.3.1 Drug & Alcohol Policy.
  - 8.3.2 Personal Property.
  - 8.3.3 Equal Opportunity & Non Discrimination Policy.
  - 8.3.4 Medical Assessment of Staff & Volunteers.
  - 8.3.5 Staff & Volunteer Communication & Consultation Arrangements.
  - 8.3.6 Staff & Volunteer Grievance & Discipline Procedures.
  - 8.3.7 Young People.
  - 8.3.8 New & Expectant Mothers.
  - 8.3.9 Occupational Health Monitoring.
  - 8.3.10 Smoking Policy.
- 8.4 Site Visitor Control.
- 8.5 Staff & Volunteer Lone Working.
- 8.6 Fire Safety Arrangements.
- 8.7 Legionella Risk Management.
- 8.8 Asbestos Management.
- 8.9 COSHH.
- 8.10 Personal Protective Equipment.
- 8.11 Noise.
- 8.12 Covid 19 Arrangements.

## **9. Engineering, Infrastructure Inspection, & Maintenance Operations.**

### **9.1 Task & Activity Arrangements.**

- 9.1.1 Manual Handling.
- 9.1.2 Slips, Trips, & Falls.
- 9.1.3 Work at Height.
- 9.1.4 Confined Spaces.
- 9.1.5 Use of Workplace Fixed & Portable Equipment.
- 9.1.6 Lifting Equipment.
- 9.1.7 Hot Work – Cutting/Welding/Grinding.
- 9.1.8 Isolation of Equipment.
- 9.1.9 Pressure Systems.
- 9.1.10 Electrical Safety at Work.
- 9.1.11 Workplace Transport.
- 9.1.12 Contractor Assessment & Approval.
- 9.1.13 Permit to Work.

### **9.2. Infrastructure Inspection & Maintenance.**

- 9.2.1 Structures – Inspection Regime & Procedures.
- 9.2.2 Permanent Way - Inspection Regime & Procedures.
- 9.2.3 Signalling - Inspection Regime & Procedures.
- 9.2.4 Rolling Stock - Inspection Regime & Procedures.
- 9.2.5 Buildings - Inspection Regime & Procedures.
- 9.2.6 Grounds & Lineside Maintenance - Inspection Regime & Procedures.

### **9.3. Workshop Operations.**

- 9.3.1 Current Risk Assessments.
- 9.3.2 Current Work Instructions.

**10. Emergency Plan.**

10.1 Introduction.

10.2 Definitions.

10.3 Scope &amp; Purpose.

10.4 The Operation.

10.5 The Emergency Plan.

10.5.1 Emergency Access Routes &amp; Site Evacuation Plan.

10.5.2 Actions in Response to an Emergency involving an  
Operating Train.

10.5.3 Special Trains required as a result of an Incident.

10.5.4 Standing Down.

10.5.5 Actions in Response to an Emergency involving an  
outbreak of fire or injury on STR premises.

10.5.6 Actions in Response to an Environmental Emergency.

10.6 Investigations

10.7 Appendices.

**11. Accident & Incident Reporting & Investigation.**

11.1 Introduction.

11.2 Definitions.

11.3 Reporting of Accidents &amp; Incidents within the Railway.

11.4 Reporting of Accidents to the Regulator.

11.5 Investigation of Accidents &amp; Incidents.

**12. Customer Facing Facilities Operations.****13. STR Office & Infrastructure Operations.**

13.1. Biomass Boiler Operations.

13.2 Use of Display Screen Equipment.

**14. STR Risk Register.**

14.1 Introduction.

14.2 STR Risk Register – Current Version.