

# Safety Alert



Australian Rail Track Corporation Ltd

ARTC No. 69

Issued 12/06/2014

## INCIDENT MANAGEMENT

### Incident

This alert has been issued following several incidents where the correct procedure for reporting of incidents and incident management protocol was not followed.

### Information

All workers are reminded of the requirement in accordance with TA44 Emergency Management Manual to report all incidents immediately to Network Control. TA44 states that:

*“When a worker of ARTC or Operator becomes aware of an actual or potential incident, that worker or operator is to take all necessary steps to ensure that the incident site is protected and **immediately contact ARTC Network Control** to ensure the protection of the Network.”*

Additionally if an incident occurs on the ARTC Network all personnel are reminded of the requirement under the Rail Safety National Law of the Drug and Alcohol procedure to be followed. WHS-422 Drugs and Alcohol states that:

We will conduct drug and alcohol tests:

- as pre-employment drug and alcohol assessments
- as part of worker health assessments, including rail safety worker specific assessments
- **after a prescribed incident**
- on a targeted and/or random basis.

A **prescribed incident** is defined as:

- any collision involving a rail vehicle
- a derailment of a rail vehicle
- a breach of safe-working rules
- an act of misconduct for which the consequences or potential consequences may have been significant
- an event which caused or may have caused serious injury to a person
- an act of neglect or carelessness which provides evidence of a disregard for safety or the wellbeing of oneself or others
- any other incident as identified by us or in applicable rail safety law

### For your action

1. Place Safety Alert on display and make copies of this alert available to people who report to you (without regular email access) and ensure that the contents of the safety alert are discussed/explained to your staff.
2. Ensure a method of sign-off is obtained (eg via tool-box/safety meetings/morning briefings etc) to verify that the safety alert has been distributed and discussed.
3. If you have any safety concerns relating to incident management please speak directly to your supervisor.