

(This is a reprint of Operating Notice 17/17 issued 27Feb2017)

Safety Management System

The Railway's Safety Management documentation has been revised to incorporate:-

- a) changes in Management structure and Office Holders,
- b) a revised procedure for training and assessment in the Locomotive Department,
- c) a revised procedure for assessing competence of Traffic Trainees.

1.02 Safety Management System

- 3.1 H&S Organisation and Responsibility Chart
Replace "Catering Manager" by "Commercial Manager"
- 3.3.3 In paragraph after 3.3.3.3, delete "the Shop at Wharf,"
- 3.3.6 Insert "... in the Shop at Wharf, restaurants ..."
Replace "Catering Manager" by "Commercial Manager"
- 5.1 Add final paragraph: "Members of a Traffic Training Team will be nominated by the Training Co-ordinator, subject to approval by the Officer-in-Charge."
- 5.9 Revised: "Locomotive Inspectors carry out periodic assessments of staff. Apart from promotion from Trainee Cleaner to Cleaner, all promotions are discussed at an annual meeting of a Locomotive Assessment Panel. Promotion requires candidates to pass an examination on the Operating Rule Book (a "Rules exam")."
- 5.12 Add initial sentence: "Assessment of new Traffic staff for designation as Traffic Trainee is carried out by a Traffic Inspector or member of the Traffic Training Team, involving a simple Rules exam."

1.03 Safety Management Office Holders

A revised list of Office Holders has been issued.

1.05 Training and Assessment – Locomotive Department

This section has been completely revised. Issue Number 1.2 is now in force.

Copies of the revised sections 1.03 and 1.05 may be consulted in copies of the SMS in the Control Office, Guards Room, Loco Office and Pendre Mess Room.

D J Scotson
Operating Manager
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DJS/PMK