



Policies & Statements

Rail Worksafe Policy Statement

Version 1.2 April 2022
Policy Reference: POL-PCL-005

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Octavius Infrastructure Limited is a leading Contractor operating in the UK Rail Industry recognised for our commitment and success in delivering a safe and healthy place for all to work and visit. This policy applies to all of our rail projects and work on rail.

No employee of Octavius Infrastructure Limited or any contractors working for us will be expected to carry out a task where they consider the risk to Health, Safety or Welfare to themselves or others is unacceptable.

The organisation has a policy in place that enables its employees and contractors to work safely within the rail sector including Network Rail Infrastructure and other guided transport systems.

Your Responsibilities:

- If you feel that you are being asked to work in conditions where the risk to yourself or others is unacceptable you must stop work immediately and get yourself and anyone else affected to a place of safety
- You must report the situation immediately to the person in charge of the work activity or site using the quickest means of communication available
- In all cases you must also report the situation to the Octavius Infrastructure Limited Project or On-Call Manager and additionally if you are working alone you must report the situation to the relevant Network Rail Zone Control office.
- You must provide as much information as possible so that a decision can be made on what needs to be done to make the situation safe
- If you are placed under pressure to resume work by any individual or organisation you must speak to the Octavius Infrastructure Limited Project or On Call Manager before any decision is taken.
- Workers are directed to the CIRAS reporting line (0800 4101101) should they wish to report any unsafe working related concerns anonymously.

The Responsibilities of the Person in Charge:

Once the person in charge has received such a report they must:

- Make sure that no-one is placed in a position of danger
- Review the system of work to see if it is safe or needs changing
- Ensure that a suitable and sufficient risk assessment of the task been undertaken
- Ensure that the risk assessment cover all the hazards in the current situation
- Ensure that all personnel and contractors competent to undertake their tasks
- Ensure a safe system of work is in place
- Communicate with those involved in the situation – if necessary by going to site and, If necessary, making changes to the system of work or making changes to personnel or contractors
- Record and report all details of the situation, treating it as an incident, so that it can be thoroughly investigated
- Fully advise the person who raised the concern as to the action taken and any next steps

Responsibilities of the Project or On-Call Manager:

- To ensure that the person in charge has carried out their responsibilities as outlined above and that the danger has been effectively dealt with
- If necessary, to attend the site in person
- To ensure that all details of the situation are reported for a full investigation
- In a situation where action has been taken to implement an effective safe system of work, and the employee or contractor refuses to continue, the Project or On Call Manager will make the decision as to whether any further action is taken.

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We confirm that there will be no disciplinary action taken against those who implement this process.

The policy and its implementation will be reviewed at least annually by the Directors to meet new business and legal requirements, as well as identifying improvement areas. It will be revised and updated as necessary.

This statement will be displayed prominently at all sites and workplaces. The organisation and arrangements for implementing the Policy will also be available at each site and workplace for reference by every employee as required.

DocuSigned by:

A handwritten signature in black ink that reads "John Dowsett". The signature is enclosed in a blue rounded rectangular box.

1C49F4772A48498...

John Dowsett

Chief Executive Officer

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(Note: this version has the same content as the previous GOL Policy under the same name, 2nd Feb 2021. This version contains minor names changes for the Business and other minor changes to reflect the standalone nature of Octavius).