



COSS Recert - Personal Development Workbook

- This Workbook is designed as a self-development tool to assist in strengthening areas of underpinning knowledge prior to attending your Controller of Site Safety (COSS) recertification event.
- It is advised that you utilise current Rulebook/Handbooks: 1-3, 6-10, 13, 16 & 17 and the COSS Key Point Card to answer the following questions.
- Contact your Sponsor for any other support you may need to complete this Workbook.
- This Workbook will be reviewed, and its contents discussed during the recertification event.

1. List 5 items of information you must know about the site you are to work at.

2. Other than your Safe Work Pack (SWP) how would you find out details about your site of work?

3. From where would a COSS obtain details of any single line working or other exceptional wrong direction movements?

4. Before working with a group 'On or Near the Line' what must happen under the requirements of the Network Rail standard, 'Safety of People at Work On or Near the Line' NR/L2/OHS/019?



5. List in the correct order the hierarchy of control for operational risk available to a COSS.

6. Part of the COSS responsibilities is to check the group's competency certification e.g. Sentinel Track Safety Cards. What would you do if a member of your group produced a Track Visitors Permit (TVP)?

7. What is the significance of an individual wearing a blue safety helmet?

8. List 5 things you would brief the group on prior to starting work, excluding Linespeed and Direction of travel.



9. How are you protected with a Line Blockage?

10. 10. What arrangements must be reached before a line blockage is taken?

11. List the requirements for a Line Blockage using a T-COD as additional protection?

12. List the requirements for a Line Blockage using the Disconnection of signalling equipment as additional protection?



- 13.** List the requirements for a Line Blockage using Detonator protection as additional protection if working on a single or bi-directional line?

- 14.** List the requirements for a Line Blockage using a single line Staff or Token as additional protection?

- 15.** List the requirements about a line blockage using Engineering Possession Reminder [EPR].

- 16.** How would you be protected by a Line Blockage when called to a fault or failure situation?



17. When using a Line Blockage protection method, when must a red flag/lamp be placed in the 4 foot on the approach to the work site?

18. What is the 200m rule regarding line blockage protection?

19. What type of trolleys can be placed on the line under Line Blockage with additional protection?

20. List the requirements for using trolleys.

21. List the requirements about the use of rigid fencing to create a Fenced area.



- 22.** List the recommended requirements about the use of plastic netting or barricade tape to create a Fenced area.

- 23.** List the requirements of a Separated SSOW and the use of Site Warden(s) and not using Site Wardens.

- 24.** If a platform line is to be blocked using a Line Blockage and a train is stabled on that line, what action must you take?

- 25.** Can a COSS share their Warning Safe system with another COSS? If so, what must happen to allow this?



- 26.** If during the work it becomes necessary to change the protection or warning arrangements implemented. What must the COSS do first?

- 27.** List the requirements about working alone without ATWS/SATWS or TAWS/TOWS and other items you need to take into consideration.

- 28.** What is the maximum speed of trains you are allowed to work open line?

- 29.** When must you not work alone within 2m of an open line?



30. List the requirements about the use of Lookouts/Distant Lookouts.

31. When can Lookout warning arrangements be used during darkness?

32. Certain items of equipment carried by the Lookout or Site Warden are required for protecting the line in an emergency. What are these items?

33. Can a COSS sign into an Engineering Supervisor's worksite?



34. List the requirements about working in an ES worksite.

35. Can a COSS book in with a PICOP?

36. List the requirements when booking in with the PICOP's authority.

37. List the requirements when working without the PICOP's authority.

38. List the requirements when working in a siding.



39. How will the RIO be identified?

40. Under what circumstances would a RIO be appointed?

41. If an ES is giving you instruction via the telephone who has lead responsibility?

42. If you are speaking with another COSS on a telephone or radio who has lead responsibility?

43. If you are going to communicate an important message which requires immediate action to prevent death or serious injury, how would you begin your message?

44. Which phrase would you use to describe a line that is unsafe for the passage of trains?



- 45.** If you have made a mistake in a message when speech can only be transmitted in one direction at a time and you need to correct the word or phrase just spoken, how would you do this?

- 46.** Before you take your work group On or Near the Line, you must make sure each group member fully understands the Protection or Warning arrangements that you will be implementing. Write down an example of the briefing you would give to your group.

- 47.** Following your briefing to the work group how would you and they confirm understanding of that briefing?



48. You are using an intermediate and a distant Lookout for your SSOW. Give an example of how one of the Lookouts would tell you that they need a physical needs break?

49. Who would be appointed to manage a line blockage for two or more IWA/COSS's wishing to utilise it?

50. Which COSS informs the Signaller when relieved during a line blockage?

51. If planned to work in a Lookout warning SSOW and the linespeed is 80mph with a required warning time of 35 seconds, what would be the required minimum sighting distance?

52. When must you Sentinel check all your groups Track Safety Cards?

53. Who Verifies and Accepts a Safe Work Pack?

54. Who will Authorise a Safe Work Pack?



55. If you are the COSS but not the assigned Person in Charge (PIC) for the Safe Work Pack, who will you return your completed COSS documentation to?

56. Currently, how many 'Life Saving Rules' are there?

57. List 6 items of information you could obtain from the Hazard Directory?

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

58. List 6 items of information you could obtain from the Sectional Appendix?

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.



59. What conditions must apply for you to use the 'Crossing The Line Procedure'(CTLP)?

60. When could 'Runaway Risk' impact on your SSOW?

61. What colour T-COD would you use on Flatbottom rail sections?

62. Which Form would you complete to record that your group have been fully briefed on the SSOW?



63. Which Form would you complete to record your Line Blockage arrangements?

64. What is the maximum speed to allow an 'Unassisted Lookout' SSOW at night?

65. What is the maximum speed of Engineering movements within an ES worksite for the line to be considered as blocked?

66. What does A.B.C.P relate to in relation to railway communication skills?

A
B
C
P



67. Below are some critical measurements that must be adhered to in your SSOW. With each measurement list as many related rule conditions.

i.e, 2.75m = The distance from live OLE

(Some measurements may have a number of different applications)

300mm =

1.25m =

2m =

3m =

20m =

30m =



40m =

200m =

2Km =

Possession of a Siding

68. What do you need to record regarding the agreed arrangements for a siding possession?

69. When would you not be required to secure points for siding possession, and when must you secure points for siding possession?

<u>not</u>	<u>must</u>



70. When you have completed the arrangements for taking a siding possession, you may allow your group, or another group or individual, to start work in the siding. What are the requirements for this?

71. If an IWA takes a siding possession, can they share it with others?

Line Clear Verification

72. How will LCV process areas be identified?

73. What are the minimum number of wheels a vehicle must have to be regarded as a vehicle under the LCV process?

74. What is the maximum number of trolleys a COSS can record under the LCV process?

75. Which roles will be required to record information in a Vehicle Management Form (VMF)?



76. Who records Hand Trolleys within the ES worksite?

77. If a Trolley is constantly crossing from one line to another, i.e at crossover points, how would this be recorded on the VMF?

78. Why is it important to tally all VMFs on completion of work?