

RESPONSE TO COLLISION OR DERAILMENT WORK INSTRUCTION

Work description: This work instruction describes actions in situations where a Honolulu Rail Transit Project (HRT) Train or an On-Track Equipment (OTE) is involved in a derailment or collision, either on the mainline or in the yard.

Scope:

The instruction is applicable to:

- H RTP Trains involved in a derailment or collision
- OTE involved in a derailment or collision

The instruction covers:

- Derailments; and
- Collisions: Train – Train Collisions; OTE – OTE Collisions; Train – OTE Collisions; Train/OTE – Object Collisions; Train/OTE – Infrastructure Collisions

References: HNL-06011 O&M Provider Safety Plan, HNL-09007 Emergency Management Plan, HNL-09100 Roadway Worker Protection Manual, HNL-09023 O&M Provider - Accident and Incident Notification, Reporting and Investigation Plan, HNL-09022 Environmental Management Plan

PPE and precautions	Competencies or qualifications	Licenses or permits required
Nil	Train Operators or OTE Operators, On-Site Coordinator (OSC), OCC Supervisor, Train Controller, Engineering & Fault Controller, Incident Commander, Safety Officer, Maintenance personnel	Nil
Tools and equipment required		
Nil		

Confirm Report

Upon observing a train derailment or collision, H RTP Personnel shall notify Train Controller / Operations Control Center (OCC) by radio immediately stating the nature of the emergency and providing the following information:

- Caller's identification
- Location:
 - Track designation
 - Line identification
 - Their relation to a station
- Details of any other circumstances requiring emergency services or posing threat to non-system people or property beneath or adjacent to the guideway
 - If there is a need of an immediate train evacuation
 - Presence of smoke or fire
 - Estimated number of injured persons
 - Number of cars or trucks derailed or damaged
 - Whether the adjacent track is obstructed or otherwise affected

*Train Operators or
OTE Operators*

Train Operators or OTE Operators upon observing or receiving information that their train or OTE has derailed or collided with another train or an object shall:

- Bring the train or OTE to a stop (if not already stopped)
- Secure the train/OTE
- Report to Train Controller about the incident

Approved By: Signature: Date:	<input type="checkbox"/> Director, Operations and Maintenance	<input type="checkbox"/> Department Manager	<input type="checkbox"/> Manager, HSE (Operations and Maintenance)
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<i>OCC Supervisor</i>	<p>OCC Supervisor shall:</p> <ul style="list-style-type: none"> Co-ordinate the OCC response to the incident including: <ul style="list-style-type: none"> Containing the incident Confirming details Clearing the incident site of non-essential persons Controlling access to the incident site Preserving life Preserving evidence Recovery Dispatch the Incident Officer to the scene Identify or adopt the role of Incident Commander Make initial notifications as per HNL-09023 O&M Provider - Accident and Incident Notification, Reporting and Investigation Plan Dispatch emergency services (as required) <ul style="list-style-type: none"> Upon notification that emergency services are required, the Train Controller will contact emergency services by calling 911 and facilitate their attendance The employee requesting medical assistance shall provide: <ul style="list-style-type: none"> An estimate of the number of people requiring assistance Detailed location of where assistance is needed Known conditions of personnel and site Any other information requested by emergency services Arrange an escort for directing medical personnel to the scene Instruct the Incident Officer to do the following: <ul style="list-style-type: none"> Assess the condition of the train/OTE Assess the injuries to other personnel onboard Initiate train evacuation Escort Emergency services as applicable Instruct the maintenance team to: <ul style="list-style-type: none"> Assess the condition of tracks Assess the damage to wayside facilities and structures and report back to the Train Controller Restrict the use of the mainline radio channel to essential communications and instruct all personnel to do the same
<i>Incident Officer</i>	<p>Incident Officer shall:</p> <ul style="list-style-type: none"> If able, notify the Train Controller with the information listed in 'Confirm Report' section above Make an announcement to other personnel onboard Remain in communication with the Train Controller

Protect and Stabilize Site	
<i>Train Controller</i>	<p>Upon confirmation of probable derailment or collision, the Train Controller must undertake the following actions to protect and stabilize the site:</p> <ul style="list-style-type: none"> Hold and re-route following trains or OTE and isolate track section involved Direct the Engineering and Fault Controller to de-energize the third rail in the affected section on both tracks. In the event that command and control of traction power switching is unavailable in the OCC, instruct Traction Electrification Systems (TES) personnel to de-energize the area of the derailment/collision. <p>Instruct the Train Operator or OTE Operator to do the following:</p> <ul style="list-style-type: none"> Stop the train/OTE (if not already stopped) Secure the train/OTE Assess the condition of train/OTE and report back
<i>Engineering and Fault Controller / TES Technician</i>	<p>The Engineering and Fault Controller / TES Technician shall:</p> <ul style="list-style-type: none"> Upon Train Controller instruction, de-energize the third rail over the affected location Check with the hot stick that the power has been removed Report back to OCC when complete

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Investigations	<p>The Incident Commander shall initiate an investigation of the incident site, requesting assistance from the Incident Officer and the Safety Officer on-site as appropriate.</p> <p>Investigation shall continue until the Incident Commander releases the site and the Safety Officer agrees to commencement of clear and repair activities.</p>
Clear and Repair	
<i>Incident Commander and the Safety Officer, Maintenance personnel</i>	<p>Upon release by the Incident Commander and the Safety Officer, Maintenance personnel shall commence re-railing and site clearance activities in accordance with applicable procedures.</p>
<i>Maintenance personnel</i>	<ul style="list-style-type: none"> Upon completion of re-railing and associated wayside repairs, Maintenance personnel shall inform the Incident Commander that all critical systems are functional, and that the incident area is cleared of personnel and equipment and that it is safe to move the train or on-track equipment, listing any temporary restrictions as appropriate
<i>OSC</i>	<ul style="list-style-type: none"> The Incident Officer shall complete a walking inspection of the incident area with Track Maintenance, Facilities Maintenance, and Rail Car Maintenance Work Crew Supervisors to verify the site is clear of all obstructions to train movement and that the incident train(s) is/are safe for movement Upon a successful inspection, the Incident Officer shall report to the Incident Commander that the area is ready for restoration of testing and release the area and train(s) to the Train Controller