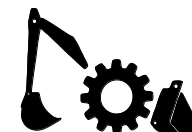


EMPLOYEE NAME:	JOB DESCRIPTION:
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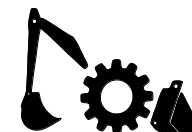
IN HOUSE TRAINING					6Hrs
Date	Times and Duration of Training	Actual Training	Target time	Comments	Trainers Signature / Date
		1. Introduction to UTAS	0.30		
		2. Site considerations before deploying UTAS	0.30		
		3. Installation of UTAS	1.0		
		4. Installation of UTAS to enter/exit a dig	1.0		
		5. On/Off tracking using UTAS	1.0		
		6. Un-Installation of UTAS	1.0		

Employee Signature:**Print Name:****Date:**

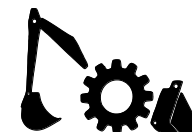


Aim	To train personnel in the safe and correct use of the Universal Track Access System.
Objective	Given a serviceable UTAS pack, suitable visual and training aids including a section of correctly prepared track, suitable machine for lifting and a practical and theory test, by the end of this session, the candidate will be able to display knowledge and practical ability in the above topic.
Delivery	This modular training unit is designed to be used within the workplace either as a whole or in part to assist the trainer in covering the safe installation, use and un-installation of UTAS as practical with the machinery available. It must only be delivered by trainers or competent individuals who can demonstrate CPD.
Reason for learning	Approved Track Access Systems are mandated by Network Rail Company Standard NR/L2/RVE/007 and are a means of ensuring that Road Rail Plant on and off tracks safely, without damage to the infrastructure or injury to personnel and therefore its correct installation and use can only be carried out by personnel who have been trained and deemed competent.
Link	Any rail based training at any level.

Ref/time	Element	Key point	Completed
	1. Introduction to the Rail-ability Universal Track Access System - UTAS	<ul style="list-style-type: none">The UTAS was designed to comply with the demands set out in NR/L2/RVE/007.It allows the on & off tracking of wheeled and tracked RRV's without any possibility of damage to the rail head.Modular design allows customer to request varying sizes of Track Access System.Can be lifted into place and removed using any lifting device capable of lifting 1 ton at the required radius and 2 leg lifting chains with 30mm internal diameter eyes, shorteners and capacity for each leg to have a SWL of 500kg @ 45°.Can carry machines weighing: - Tracked – 50 tons Road vehicles – maximum axle weight of 20 tons. Maximum rail axle weight – 20 tons.	
	2. Site considerations before deploying UTAS	<ul style="list-style-type: none">Not to be deployed in 3rd or 4th rail areas.Maximum deployment cant - 150mm.Ensure possession of effected line has been taken.	



Ref/time	Element	Key point	Completed
	2. Site considerations before deploying UTAS	<ul style="list-style-type: none">No train movements are to be taken over UTAS – not even engineering trains.High/low ballast shoulders are made suitable.Suitable and stable access routes to the UTAS.Troughing, drainage and cable routes wont be damaged by approach to or deployment of UTAS.UTAS is not to be deployed on switches or crossings.No ATP loops or other signalling equipment are positioned in four foot underneath UTAS.Consideration is taken if deploying UTAS close to or within the “strike in” section on approach to a level crossing as this may affect barrier operation.HVI affected track circuits are to be disconnected or specific PPE given to installers to prevent injury through electric shock. <p>A risk assessment form has been compiled by Railability to assist installers with these considerations.</p>	
	3. Installation of UTAS for standard on/off tracking	<ul style="list-style-type: none">Suitable lifting equipment capable of lifting 1 tonTag lines are to be utilised when positioning stillage/UTAS sections and under no circumstances allow personnel to stand between machine and stillage/UTAS sections.Ballast at sleeper ends is at sleeper level +/- 100mm and 750mm from sleeper ends to prevent possible damage to the UTAS toe when on/off tracking begins.The centre section must be positioned first.Attach the chains to the two inner lifting points in the centre section.Position the centre section into the four foot and supported on the rail head for the full length of the ramp section. The centre section edges should cover and protect the rail head. If the ramp is not parallel with the rail head, then the track preparation is inadequate.When the centre section is in place, the side ramp sections can be installed by attaching the two lifting chains to the lifting points on the two inner sections.Position the ramp section over either of the sleeper ends. Align the ramp section parallel with the rail and lower into position squarely to the side of the centre section and fitting into the profiled edge of the centre section. It is important that the retaining lugs and cut-outs on the ramp sections align with those on the centre section. Failure to do this may result in the ramp section moving causing damage and injury.Perform the same action with the other ramp section. Installation is now complete.	



Ref/time	Element	Key point	Completed
	4. Installation of UTAS to enter or exit a dig	<ul style="list-style-type: none"> UTAS can be used to enter or exit a dig with the addition of ramp sections to assist the exiting of a dig. Position the UTAS with the end of the centre section is aligned adjacent to the cut ends of the rails. Provision will need to be made to ensure that the rail mounted lifting equipment has sufficient outreach to allow the UTAS sections to be placed directly in front of machine. Approximately 3mtrs outreach is required for a standard 4 section UTAS. If the UTAS is of a larger modular build, the sections may need to be separated to allow sufficient outreach/radius. If exiting the dig, then the UTAS Dig Exit Ramps will be required. It is recommended that UTAS is used in conjunction with the ramps to prevent damage to rail head whilst on tracking. To prepare the area to accept Dig Access Ramps, the first two sleepers will need to be removed and the ballast in the bottom of the dig is levelled to finished dig depth for at least 2mtrs from the end of the cut rail. It is advisable that the ballast is compacted to provide support for the Ramps. Lift the Dig Exit Ramps using the lifting points provided, align the Ramp profile to the rail head and lower into position. 	
	5. On/Off tracking using the UTAS	<p style="text-align: center;">Tracked Machines</p> <ul style="list-style-type: none"> Approach the UTAS at 90° following all machine manufacturer guidelines and instructions. Once at toe of UTAS ramp section, reduce speed to crawling pace. Continue to climb UTAS ramp section at crawling pace until machine reaches balance point on ramp section. Continue to move forward slower still until a controlled tip is produced and a majority of the machine weight is now on the centre sections. Continue to travel forward and begin to turn the machine to align the rail gear as stipulated in the machines operating instructions. Care should be taken to ensure as much of the machines weight is on the centre sections and not on the ramps as movement in the ramps may occur. Once rail gear is aligned with artificial rail built into the centre sections, the machines rail gear can be deployed. Care must be taken not to lower rail gear onto any parts of the UTAS other than the artificial rail as damage may occur. 	



Ref/time	Element	Key point	Completed
	5. On/Off tracking using the UTAS	<p style="text-align: center;">Tracked Machines cont.</p> <ul style="list-style-type: none"> Once rail gear is fully and properly deployed, machine can be travelled off the UTAS at slow speed to allow a controlled on track brake test to be performed on the running rail head as per machine manufacturers instructions. <p>Off tracking is the reverse of on tracking with the operator ensuring that the machine is fully on UTAS before raising rail gear, any turning of the machine chassis to 90° is done on the centre section and not the ramp section and that crawl speed is to be used to allow for a controlled balance tip and dismount from UTAS.</p> <p style="text-align: center;">Wheeled Machines</p> <ul style="list-style-type: none"> Approach the UTAS at a 30° angle following all manufacturers instructions. Once at toe of UTAS ramp section, reduce speed to crawling pace. Continue to climb UTAS ramp section at crawling pace. Continue to travel at an angle until the first rail axle is aligned with the artificial rail. If the machine will require substantial movement to align the second rail axle and risk the machine overshooting the UTAS, the machine should perform several shunting manoeuvres to ensure that both sets of rail axles can be deployed on the artificial rail without overshooting the UTAS. Care must be taken not to lower rail gear onto any parts of the UTAS other than the artificial rail as damage may occur. Once both rail axles are correctly aligned and fully deployed, the machine can travel off the UTAS to perform a controlled on track brake test as per manufacturers instructions. <p>Off tracking is the opposite of on tracking with the steering axle preferably leading the machine from the UTAS. Again, several shunting manoeuvres may be required to ensure that the machine doesn't overshoot the UTAS.</p>	
	6. Un-Installation of UTAS	<ul style="list-style-type: none"> When UTAS is no longer required it can be removed from the rail head by reversing the installation process. Remove the two ramp sections first using the same lifting points and methods as described in installation. Remove the centre section using the lifting points and methods as described in installation. Ensure that all parts/sections on UTAS are stored securely a minimum of 3mtrs away from the nearest rail. 	



Aim To train personnel in the safe and correct use of the Universal Track Access System.

Objective Given a serviceable UTAS pack, suitable visual and training aids including a section of correctly prepared track, a suitable lifting machine and a practical and theory test, by the end of this session, the candidate will be able to display knowledge and practical ability in the safe and correct use of the Universal Track Access System.

Link No link.

Declaration The topics signed off on the above plan have been completed in full. Items not relevant to the candidate's job role or skill level have been deleted. Pre printed training times for guidance and planning have been adhered to, where actual training times have differed they have been amended on form QF31a and backed up by supported evidence where times have increased.

Total Training time

Trainer Name

Signature

Trainer feed back

Candidate Name

Signature

Candidate Feed back