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	Duties of a COSS	Issue Date: 19/09/17	Author: Steve Milroy

(To be posted on HSQE Notice Boards for a Period of 1 MONTH from date of issue)

Background

Further to a recent incident (Close-Call) at Somerford where a Group of staff were walking to re-locate a Chipper without the COSS with whom they had signed in being in attendance.

Initial investigations revealed that a verbal agreement was reached prior to the Group walking to re-locate the Chipper that a qualified COSS within the Group would deputise for the initial COSS however this was not confirmed by completing the RT9909 Form and re-briefing.

Further investigation is on-going and in the interim please let me re-iterate the duties of a COSS in such situations:

Working with a group

Remaining with your group

You must stay with your group so that you are able to personally observe and advise everyone until:

- work is completed and your group is no longer on or near the line, or
- you are replaced by another COSS or an SWL.

Setting up the safe system of work

Before allowing your group to walk to the site of work or to start work, you must have:

- set up the safe system of work so that no body in the group will be put in danger by a passing train
- tested the safe system of work to make sure it is adequate
- briefed everyone in the group about the safe system of work.

You must make sure each member of the group confirms they understand the safe system of work by signing your safe-work briefing form (RT9909).