

## 1.0 INTRODUCTION

Working in close proximity of railways (within 30 ft) can present serious hazards and requires special training, permitting and safety precautions to be both compliant and safe.

## 2.0 SCOPE

This standard applies to all employees and contractors working on behalf of NB Power when working within 30 ft of a railway. This includes activities such as:

- Walking in the 30 ft boundary
- Falling a tree in the boundary
- Breaking the 30 ft boundary in an aerial basket

## 3.0 REFERENCES

Canadian National Railway (CN)	Work Permit Application
	Safety Guidelines for Contractors and Non-CN Personnel
	Instructions to Excavators for the Protection of Underground S&C Cables
	Power Line Crossing Application

## 4.0 TERMS AND DEFINITIONS

Close Proximity to a Railway	Within 30 ft in any direction
Ground Disturbance	All work, operation or activity that results in a disturbance or displacement of the soil, regardless of depth, and including horizontal or vertical drilling or digging.

## 5.0 ROLES AND RESPONSIBILITIES

### 5.1 **Employer**

- Ensure processes and systems are implemented for employees to work safely near railways

### 5.2 **Detailer / Planner**

- Obtain a CN Work Permit(s) as part of the safe work planning process

### 5.3 **Supervisor**

- ensure employees are competent when working near railways
- ensure the CN Work Permit conditions are followed

### 5.4 **Employees**

- follow the CN Work Permit conditions, CN's "Safety Guidelines for Contractors and Non-CN Personnel" and aid colleagues to do the same
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## **6.0 STANDARD**

### **6.1 Training**

All employees and contractors working on NBP's behalf must have their E-RailSafe certification prior to working in close proximity of a railway and/or working on any CN's property. This certification is obtained by completing the CN Contractor orientation course at [www.contractororientation.com](http://www.contractororientation.com).

Note:

- Refresher required every three years
- Group online courses are an option with a proctor and individual testing

### **6.2 CN Work Permit**

A CN Work Permit is required when working within 30 feet of a railway. Work is defined in the scope of this standard but basically any activity within the 30 ft boundary of a railway. The work permit may take up to 10 business days to obtain once the CN Application is submitted. This will allow for arranging for the appropriate services (flagging, line locates, signal protection services).

### **6.3 Emergency Work**

Should an emergency arise and the 10 day process period can not be met then an emergency call can be made to: 1-800-465-9239.

An alternate number is CN's Network Operations Center in Edmonton: 1-800-661-3963.

Special arrangements will be made by CN to allow for the emergency fixes.

### **6.4 Safety Guidelines**

CN's Safety Guidelines for Contractors and Non-CN Personnel are covered in the on-line E-RailSafe course. They are also included in Appendix A.

These guidelines along with any conditions in the CN Work Permit must be incorporated into the safe work plan and reviewed in the tailboard.

Note: Always adopt the most stringent safety rule when there are conflicts (NB Power's vs. CN's vs. Contractor's).

### **6.5 NBM Railways**

Track Protection is required when working within 25 feet of NBM Railways (NB Southern Railways). The number to call is 1-506-650-0709 when track protection is needed. One day or more notice is required when requesting track protection.

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## **7.0 APPENDIX**

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# Health & Safety Standards



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Appendix A: CN's Safety Guidelines for Contractors and Non-CN Personnel

## DOCUMENT APPROVAL/REVISION RECORD

Revision #	Date	Revision Summary	Author	Reviewed By	Approved By
New	2021-01-31	New	H. Georgiadis	K. Bourgeois	R. Condon

*R. Condon*

Director of Total  
Health & Safety

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## **Appendix A**

### **CN's Safety Guidelines for Contractors and Non-CN Personnel**

#### **Contractor's Responsibility**

1. Before entering upon CN right-of-way, the Contractor must have all documentation properly executed and available for review by CN personnel at the working site. (i.e. Permits, Licenses, Contract Documents, Contractor Safety Approved identification card and/or Waivers).
  2. Daily briefings must be held at every work site to review the contents of these guidelines and any unique conditions at the site relating to safety. A record must be kept of such briefings by the Contractor's responsible person at the work site. Work site briefings must be updated regularly as the job conditions change
  3. Unless explicitly permitted by CN, no equipment or vehicle may enter upon the operated right-of-way.
  4. Unless explicitly permitted by CN, no work shall take place within thirty (30) feet of the nearest rail except in the presence of a CN Protecting Foreman. The CN Protecting Foreman is concerned only with the safe movement of trains and will not be responsible for the safety of the Contractor, the Contractor's personnel or the Contractor's equipment.
  5. Contractor's personnel must not crawl under, climb over or pass through standing railway equipment.
  6. Contractor's personnel must not cross a track within thirty (30) feet, of standing railway equipment.
  7. CN has many power and/or communication cables buried within the CN right-of-way. The Contractor shall be sure of their location before making any excavation, driving stakes or otherwise penetrating the ground surface. In the event of any excavation work that strikes an underground cable adjacent to CN's track, the contractor must make immediate contact with CN
  8. In accordance with CN's safety standards, Contractor's personnel must wear CN required personal protective equipment at all times while on CN right-of-way. Such equipment will include hard hats, safety glasses, reflective apparel, safety footwear (protective footwear shall meet or exceed CSA Z195 and/or ASTM F2413, shall cover and support the ankle and have a defined heel. In Canada, the defined heel must be a minimum of 9 mm (3/8 inch) and shall not exceed 25 mm (1 inch). In the US, the defined heel must be a minimum of 12 mm (1/2 inch and shall not exceed 25mm (1 inch). Boots must be equipped with laces, which must be laced to the top and tied. Hearing and respiratory protection and fall arrest equipment shall be worn where signs are posted or when a potential hazard exists.
  9. No CN plant, signal, structure, equipment or property of any kind may be tampered with, modified or removed.
  10. "Hi-rail" equipment shall only be operated on the track by personnel qualified in the latest version of the "Canadian Rail Operating Rules".
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11. Horseplay, practical jokes, fighting or any other activity that may create a hazard will not be tolerated.
12. Contractor's personnel must immediately abide by instructions from CN personnel.

### **Approaching Train**

1. On the approach of a train, the Protecting Person will communicate to the Contractor's Responsible Person, either by radio or by personal contact, that a train is approaching.
2. After receiving the train information from the Protecting Person, the Contractor's Responsible Person must ensure that all workers, equipment and materials are "Clear Of The Track" (as defined in 5.3.5. below) then communicate this to the Protecting Person.
3. The Protecting Person will not authorize any trains through the working limits nor authorize cancellation of protection before receiving confirmation that all workers have been alerted, stopped working and the track is clear of workers and machinery.
4. After the train has passed, no one is to foul or occupy the track until the Protecting Person has given the authorization. Authorization will be communicated to the Contractor's Responsible Person.

### **Clear Of The Track**

To be Clear of the Track shall be defined as:

1. All work has been stopped.
  2. All workers are made aware of the approaching train and route to be followed.
  3. All workers, equipment and material have been positioned beyond the clearance limits or at any other location deemed safe by CN. (at least 5 meters (15 feet) from the nearest rail of the track on which the train is to pass with additional allowances for curvature and super elevation).
  4. All off-track equipment by special approval less than 5 (15 feet) meters of the nearest rail has stopped working and operators have left their equipment.
  5. All off-track equipment more than 5 meters (15 feet) from the nearest rail has stopped working. Operators may remain in their cabs unless directed otherwise by the Contractor's Responsible Person. All equipment must be properly secured against unintentional movement
  6. All on-track equipment has been moved into the siding or other track as per the Protecting Person's instruction. Operators will leave their equipment unless directed otherwise by the Contractor's Responsible Person. All unattended equipment must be properly secured against unintentional movement
  7. Booms, cranes or other similar equipment have been immobilized and the boom is parallel to the railway track(s), and clear of the nearest rail be 5 meters (15 feet)
  8. Provided there is no possible way for the worker to become unintentionally foul of a passing train, and at the discretion of the CN Supervisor, workers may continue working.
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## Vehicles

Contractor's vehicles on the site must be in safe operating condition. Operators must observe all site speed limits. Unattended vehicles must not be left running unnecessarily. Where they must be left running, the parking brake must be applied. The operator is responsible for the safety of all passengers and the stability of materials being transported.

All vehicles will be parked in a pre-determined area and where required, a designated Contractor entrance shall be used.

## Smoking in the Workplace

Smoking is not permitted in any CN interior workplace or motor vehicle.

## Security

Contractor's personnel will proceed directly to the Contractor's work location. Contractor's employees must remain at their designated work site and must not wander about the site.

The Contractor shall not permit persons other than the Contractor's personnel to enter the site without the prior written authority of the CN representative.

## Emergency Evacuation Procedures

Prior to commencing work, all Contractor's employees must be familiar with the emergency evacuation plan for that work site. The Contractor shall issue written emergency and rescue procedures to the Contractor's personnel and shall post such procedures on the job site.

## Unsafe Conditions or Practices

Contractors shall correct or report any unsafe conditions or practices they observe. All such conditions or practices shall be reported to the CN representative at the work site as soon as practical.

## Reporting Accidents/Incidents

All accidents/incidents occurring on CN property, that result in or had the potential of causing serious injury, lost work days, vehicle or property damage must be reported to the CN representative within twenty-four (24) hours. All such incidents will be fully investigated by the Contractor.

The Contractor shall subsequently provide a written report to CN (i.e. Company Officer assigned as Liaison to Contractor) within seven (7) days detailing the nature of the incident, the cause(s), regulatory authorities notified, and a specific action plan to prevent recurrence.

## Treatment of Injured Personnel (Contractors)

Contractors shall ensure the following is provided for their personnel as required by CN and in accordance with applicable government regulations:

1. Adequate first-aid supplies and equipment.
2. Qualified personnel to render first-aid treatment.

## Audio and Visual Recording Equipment

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Cameras and audio-visual equipment are not permitted on CN property without prior approval. Use of personal electronic devices such as smart phones for the purpose of recording video, photographic or audio information is prohibited while on CN property.

## **Summary**

In conclusion, CN requires the full cooperation of the Contractor and the Contractor's employees with these guidelines and all other applicable regulations. Should there be any doubt as to the meaning or interpretation of these guidelines, consult with the CN representative responsible for the worksite.

## **Contractor Acknowledgement**

Contractor/Sub-contractor personnel must read and understand CN's "Safety Guidelines for Contractors and Non-CN Personnel". The Contractor/Sub-contractor must also follow the appropriate Contractor Safety training.

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