



Rail Safety Briefing

July 2026



Monthly Topics

Latest News

- Risks when using social media irresponsibly

Important regular reminders

- My Sentinel
- Useful Links
 - Safety Central
 - Southern Shield
 - Railway Rulebook RSSB
- Network Rail Standards
- Fatigue Management
- WorkSafe Procedure
- Safety / Near Miss reporting
- Network Rail Life Saving Rules
- CIRAS
- Contact Us



Purpose of this Briefing

As contracting staff for Matchtech, you are expected to use social media responsibly and professionally. Do not share confidential information, always represent the company positively, and seek approval before posting work-related content associated with Matchtech. Any concerns or breaches should be reported immediately.

The Matchtech social media policy can be read in full [here](#)

[MATCHTECH SOCIAL MEDIA POLICY](#)

In addition to the Gattaca group of companies, including MatchTech, you should also be aware of the Network Rail social media policy

[NETWORK RAIL SOCIAL MEDIA POLICY](#)

Why this matters

Anything posted on social media that can be linked to Network Rail, its projects, employees, contractors, operations, or infrastructure can have safety, security, legal, and reputational consequences. The policy applies to all contractors as well as Network Rail employees



Key Rules Contractors Must Follow

1. Never post information that could compromise railway safety or security

Do not share:

- Operational information, code names, call signs, or security-related details.
- Access credentials, passes, passwords, or site access arrangements.
- Sensitive screenshots, plans, drawings, or documents.
- Photographs that show confidential or security-sensitive information in the background.
- Any content that could affect the safe operation of the railway.

Golden Rule: If you are unsure whether information can be shared, do not post it.

2. Do not speak on behalf of Network Rail

Contractors must not:

- Represent Network Rail online.
- Create social media accounts for Network Rail projects.
- Use Network Rail branding, logos, or project branding.
- Publish statements as if they are official Network Rail communications.

Only authorised Communications and Resourcing teams can post on behalf of Network Rail. Breaching this rule may be treated as gross misconduct.

3. Do not share confidential or commercially sensitive information

Never disclose:

- Internal discussions.
- Project details not already in the public domain.
- Commercially sensitive information.
- Information relating to customers, suppliers, or business partners.
- Any information protected by confidentiality agreements.

4. Remember that "private" groups are not private

WhatsApp groups, Facebook groups, private forums, and similar channels are not considered secure.

Anything you post can be:

- Shared with others.
- Screenshot and circulated.
- Made public without your consent.

The same rules apply whether content is shared publicly or in a private group.

5. Do not use social media for work decisions

Contractors must not use WhatsApp or other social media platforms to:

- Make work-related decisions.
- Give approvals.
- Record key project decisions.

Business decisions must be recorded through approved Network Rail systems.

6. Maintain professional standards online

Never post content that:

- Harasses, bullies, or victimises others.
- Is discriminatory.
- Is offensive, abusive, obscene, or defamatory.
- Damages Network Rail's reputation.
- Could be perceived as linked to Network Rail and reflect negatively on the organisation.

7. Be careful when identifying yourself as a Network Rail contractor

If people can identify you as someone working on Network Rail infrastructure or projects, your online behaviour may be considered relevant to this policy.

Always consider:



"Would this post damage the reputation, security, or safe operation of Network Rail?"

Consequences of Breaching the Policy

Contractors should be aware that breaches can have serious consequences:

Contractual consequences

- Breaches will be managed in line with contractor or agency agreements.
- In serious cases, individuals may be removed from Network Rail work.

Sentinel consequences

Where posts are considered serious, such as:

- Inciting violence.
- Threatening passengers or employees.
- Encouraging damage to Network Rail property.

An investigation may be launched under Sentinel Rules and could result in:

- Removal of Sentinel competency.
- Withdrawal of Sentinel card.
- Loss of access to Network Rail infrastructure.

Legal consequences

Posts may also result in:

- Criminal investigation.
- Civil claims.
- Action relating to libel, defamation, discrimination, harassment, threats, or other unlawful conduct.

Important reminder

A social media post can lead to action even if it was:

- Made on a personal account.
- Made outside working hours.
- Posted from a personal device.
- Shared in a "private" group.

Simple Takeaway for Contractors

THINK BEFORE YOU POST

- ☒ Protect safety, security, and confidential information
- ☒ Keep all posts professional
- ☒ Use approved systems for work decisions
- ☒ Report concerns through management or Speak Out
- ☒ Don't post site photos without checking them carefully
- ☒ Don't discuss operational or project-sensitive information online
- ☒ Don't use Network Rail branding or speak on its behalf
- ☒ Don't assume WhatsApp or private groups are private
- ☒ Don't post anything that could damage Network Rail's reputation

Remember: A social media post can result in removal from Network Rail work, loss of Sentinel access, contractual action, and potentially legal proceedings.



Pre-Use, Tamping Time, and Rubber Vibration Mount checks for ROBEL – ROTAMP

Engineering Alert



Technical Authority

Pre-Use, Tamping Time, and Rubber Vibration Mount Checks for

ROBEL- ROTAMP Vertical Orbital Tamping Models

Issued to: All Network Rail line managers, safety professionals and accredited contractors

Date of issue: 01/07/2026

Location: National

Contact: Timi Ajasa: Engineer [Plant]



Discussion Points

Pre-Use Checks for the Robel Vertical Orbital Tampers

General Visual Inspection

- Check overall machine condition: inspect the frame, guide structure, covers, protective devices and confirm no cracks, loose bolts, deformation, corrosion, or missing components are present before use.
- Ensure all safety labels and identification markings are present and legible.

Functional Safety Checks

- Confirm the emergency stop and activation controls move freely and function correctly.
- Check the test button operation (without load). Any unusual noise, vibration, flashing, or smoke: STOP immediately if present.

Cleaning

- Cleaning the Vertical Orbital Tamping tool with solvents, aggressive cleaners, or combustible cleaning agents is **not permitted**, as this may result in damage to the unit.
- Only use a damp cloth to clean the Robel Tamping tool. If necessary, mild detergent **without chemical additives** can be used.

Tamping Time Checks

- Inspect tamping tool for cracks, wear, bending, or material loss.
- Ensure no signs of damage from previous ballast penetration.
- Ensure the tine is securely fastened to the eccentric shaft and seated correctly.
- Brief low-power run: confirm smooth movement with no grinding or irregular vibration.
- If the aluminium of the tamping pick is visible, then the tamping tool must be replaced.
- Regular checks must be made prior to each use to see how much material has already worn away.

Note: To reduce the risk of tool failure, or unsafe operation, the tamping tine shall be measured at regular intervals in accordance with the manufacturer's instructions. Measurement must be carried out using a tape measure as shown in the manufacturer's reference image below.



Robel 62.06 / 62.20:

Acceptance Good Tine Length Criteria

Minimum allowable tine length: 360 mm.

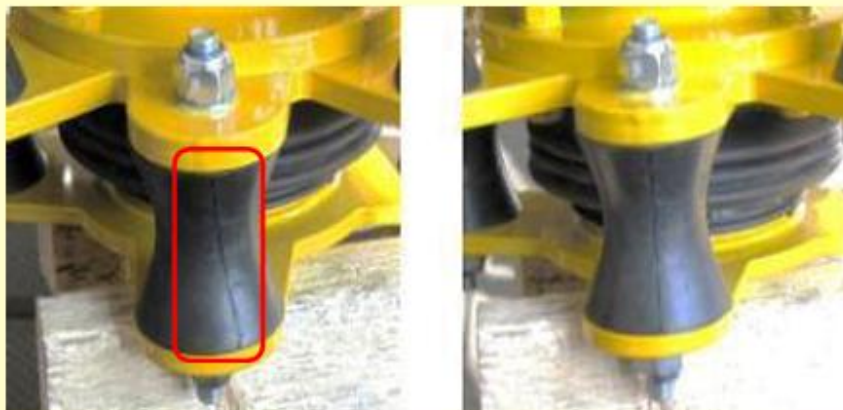
Robel 62.05:

Acceptance Good Tine Length Criteria

Minimum allowable tine length: 370 mm.

Note: Do not operate the equipment if tine length exceeds the specified wear limits. Worn tines must be replaced before use.

Anti-Vibration (HAVS)- Tamper Rubber Buffer-



Avoid Twisted Seams

Correct – Vertical Seam

- Check the rubber buffer mounts fitted between the handle mounting plate are securely fastened to the frame and handle assembly and must not be twisted see above, if any twist is noticed the tamper must be removed from service, quarantined and labelled **DO NOT USE**.
- When the equipment is in use the rubber buffers must be visually checked daily, they must also be checked for signs of cracks, porosity or distortion. If any of these defects are identified, the equipment must be quarantined and the Tamper Rubber Buffers replaced.

Robel 62.20 (Battery Powered Vertical Orbital Tamper)

- Check the Lithium-Ion battery for swelling, smoke marks, deformation, hissing, or unusual smell. If you notice any of these faults. Don't use the battery and quarantine.
- Ensure battery connectors and charger interfaces are clean and undamaged.
- Confirm the battery has been charged **ONLY** using the correct Robel charger recommended in the manufacturer's operating manual.
- Ensure the connectors align—do not force the battery into place.
- Do not leave batteries charging unattended overnight.
- After charging allow the battery to rest for several minutes, any hissing, smoke, or rapid heating must be treated as an emergency and evacuate area.

- Inspect to confirm that battery terminal sealing rings are present, correctly seated, and undamaged, as instances have been identified on ROBEL electric vertical tampers (e.g. ROTAMP 62.20L E³) where sealing rings around the battery terminals were found to be missing. - See Images below



Missing Sealing Ring Image



Presence of Sealing Ring Image

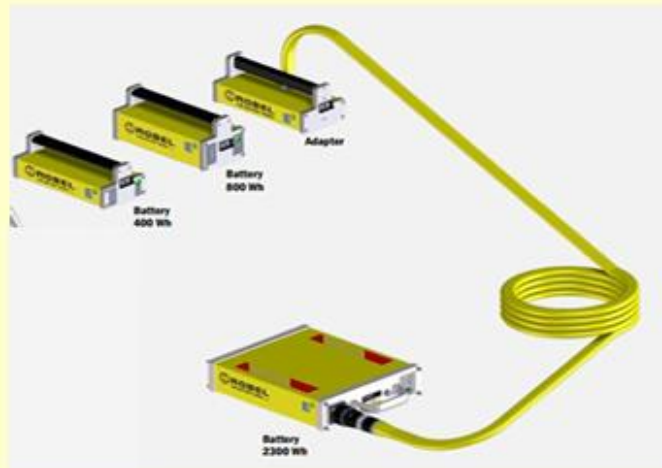
Note

These sealing rings form part of the battery terminal assembly and provide environmental and electrical protection at a live electrical interface. If the sealing rings are missing, the live battery terminals may be exposed to moisture, ballast dust, or debris with increased risk of corrosion, electrical arcing, overheating, or sudden failure.

Vertical Tamper equipment found without the sealing rings should be removed from service, quarantined and labelled **DO NOT USE**.

Robel Battery Capacity Variants

Note: The Robel 62.20 Vertical Orbital Tamper Unit Lithium-Ion battery must be charged using the correct Robel charger, and adaptor.





My Sentinel

Do you know that you can view all of your own Sentinel Competencies and Swipe-in record in real time?

- See the competency expiry dates and assessment due
- look at your medical and Drugs and Alcohol test records
- Receive emails directly from Sentinel
- Search and email Sentinel sponsors directly
- Follow this link to the "my sentinel" portal <https://mysentinel.me/Account/LogOn/?ReturnUrl=/> and set up your own Sentinel profile

Sentinel guidance on swiping people in can be found [here](#)

<https://info.railsentinel.co.uk/resources/sentinel-app-training-videos/>



You **MUST BE** swiped onto the infrastructure for every single shift.

Three simple swipes

to get everyone
home safe every day



Swipe

1

Sentinel

Controller of Site Safety (COSS) swipes in each team member using their Sentinel card (physical or virtual).

- confirms competence for the task
- verifies sufficient rest



Swipe

2

Sentinel

COSS records the safety brief.

Logs the use of competence during the shift.



Swipe

3

Railhub

Person in Charge (PIC) completes the Authority to Work check between Railhub and Sentinel.

- Sentinel = individuals
- Railhub = safe delivery of work



Why swiping matters

A simple card check is not enough. It:

- ✗ does not verify sufficient rest
- ✗ does not log competence

End of shift

COSS must swipe the team out at end of shift so we can monitor sufficient rest.



Scan to watch
Sentinel training videos

Useful Links

Railway Rule book

Add this website address to your browser favourites to ensure that you always have access to the Network Rail Rulebook modules

<https://www.rssb.co.uk/standards/types-of-standards-and-how-they-work/the-rule-book>

Safety Central

Network Rail share updates of recent incidents, accidents and best practice advice online.

Please get into the habit of checking this website for the latest news;

<https://safety.networkrail.co.uk/tools-resources/safety-bulletins/>

Southern Shield

Southern Shield is a collaborative safety forum that consists of Network Rail Southern Capital Delivery and its principal contractors.

On their website they have useful articles and explain the rules of the Southern Shield charter, which are mandatory on some southern sites.

<https://www.southernshield.co.uk/>



1. Introduction

The purpose of this code

This section of the code tells you about getting access to the Network Rail standards and controls which you will need to do before carrying out work on the rail infrastructure

2. Network Rail standards and controls

Network Rail standards and controls are a set of documents we produce to define the way we work. They set out the information we share, the principles we have and the business requirements we work to.

Together, they give us a consistent, safe and coherent set of working practices across the whole company. By having a single external source for this information, we can be sure that contractors and suppliers have access to the most up-to-date standards and controls information. We publish Network Rail standards and controls quarterly. Publication dates are the first Saturday in March, June, September and December. We'll communicate any changes through the Network Rail Standards and Controls Change summary Report.

All our principal contractors:

- Should show that they have systems in place to access our standards and controls and brief their own people on changes

- Should brief their subcontractors on changes or, assure us that the subcontractors are competent to brief themselves.

- Must not distribute our standards and controls outside their organisation.

To aid your briefing process, you may give your subcontractors a copy of the Network Rail Standards and Controls Change Summary Report.

3. Who do I contact for more information

Suppliers, principal contractors can access Network Rail standards and controls and the change summary report by registering for the Network Rail Standards Portal.

To register, please complete and submit the webform. Please [click here](#)

To find out more, please contact the Network Rail Standards & Controls Management Team on STSupplierSupport@networkrail.co.uk



Changes to your shift times and increased fatigue risk

It is important that you notify your consultant as soon as possible if there is a change to your rostered work pattern while working on the Network Rail Infrastructure.

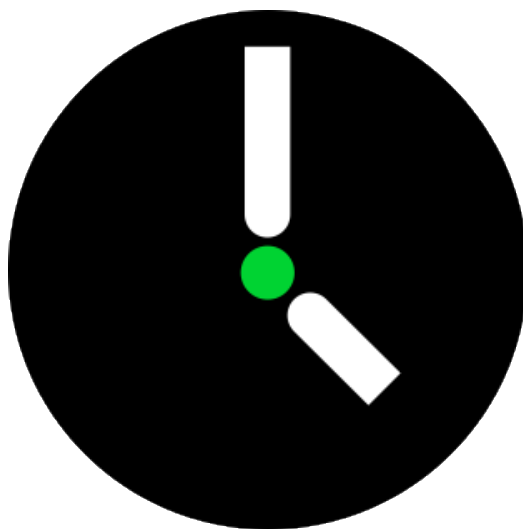
As part of our commitment to you and our obligations to monitor and manage your fatigue, we must always have an accurate understanding of where and when you are working.

In addition, you also have a legal obligation to ensure that you are safe to work, the Health and Safety at Work Act 1974. This states that "Workers have a duty to take care of their own health and safety and that of others who may be affected by their acts or omissions at work"

Do not start work until you are satisfied that the safety arrangements are appropriate to the activity

Never, ever drive while feeling tired

If you are starting to feel fatigued while you are onsite then instigate the work safe procedure.



Work-safe Procedure

This is for anyone to use; it works as follows:

If you believe the Safety Arrangements to be inadequate:

- Stop Work and talk to the Team Leader or person in charge; they should:
 - Review the arrangements
 - Change them if necessary and re-brief

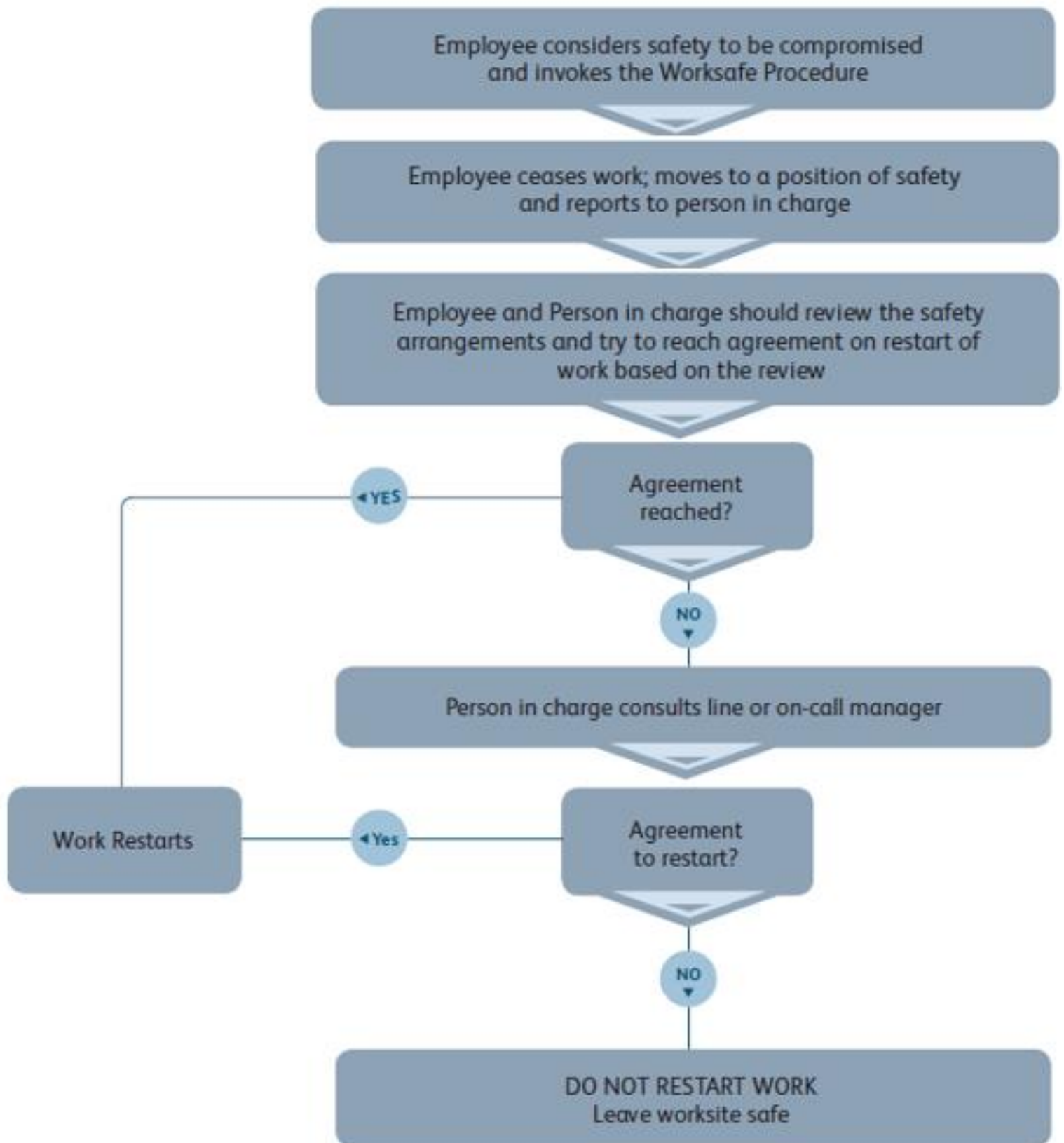
If you are still unhappy **DO NOT RESTART**; escalate to the next level by contacting one of the following:

- The COSS / Supervisor onsite
- Your Line Manager
- Your Safety Rep
- Any member of the management team
- The DU Safety Advisor
- Network Rail Control
- Matchtech on-call 07786 265531

Do not start work until you are satisfied that the safety arrangements are appropriate to the activity



Work-safe Procedure



If you need to report a close call, or register a safety concern then please contact Matchtech via this website;

<https://www.gattacapl.com/report-near-misses>



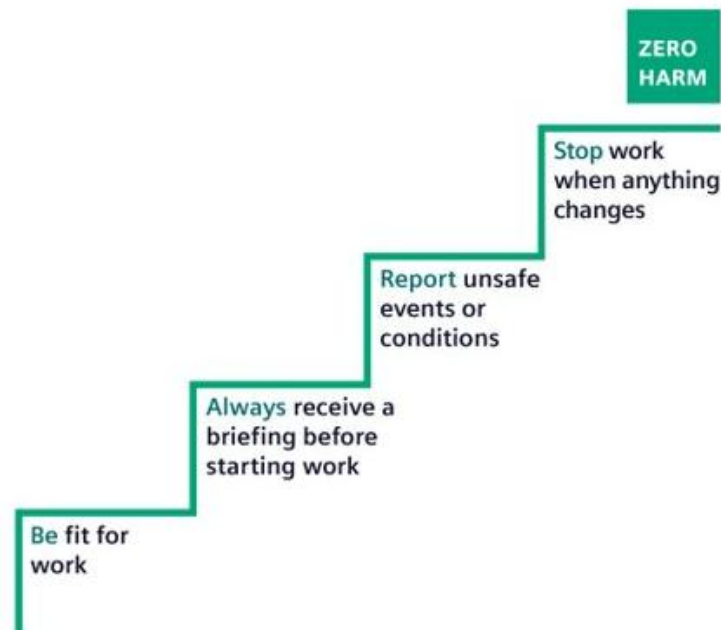
- **Safety sQuaRed**

See it, Scan it, Share it

4 Steps to Zero Harm

Our Priority: Your safety and wellbeing is our absolute priority. We believe that Zero Harm is achievable each and every day by following the four steps and through our behaviours.

Our expectation of everyone, whether an employee / an agency worker or a contractor, is that you will know and live by the 4 Steps.



SIEMENS



A Breach of the Network Rail Life Saving Rules will trigger a Level 1 Investigation into your actions.

Our Lifesaving Rules



Always be sure the required plans and permits are in place, before you start a job or go on or near the line.



Never use a hand-held or hands-free phone, or programme any other mobile device, while driving.



Always use equipment that is fit for its intended purpose.



Always test before applying earths or straps.



Never undertake any job unless you have been trained and assessed as competent.



Never assume equipment is isolated – always test before touch.



Never work or drive while under the influence of drugs or alcohol.



Always use a safety harness when working at height, unless other protection is in place.



Always obey the speed limit and wear a seat belt.



Never enter the agreed exclusion zone, unless directed to by the person in charge.



CIRAS

CIRAS

Confidential Safety Hotline

If you have a safety concern,
make the right call and report it.

Tell your supervisor, or contact us in complete confidence.
Call 0800 4 101 101 or download our CIRAS reporting app.



Scan me

 Google Play

 App Store

We find safety in listening.



Scan me



Contact the Rail team

- Matchtech 24 hour on call - 07786 265531 Store this number in your phone in case of an emergency.
- Use this on-call number if you need to contact someone from the company urgently, for example to report an accident / incident or if you are being pressured to do something that you are not comfortable with, such as being asked to exceed the working hours rules etc.
- This number is not to be used to query timesheets or to enquire about vacancies, it is an emergency contact number.
- If you would like to suggest a topic for future safety briefings, or need to talk to someone in confidence then email the Rail HSQE manager Joe Christopherson; jchristopherson@matchtech.com
- Your Feedback is always welcomed, email us at Matchtech railonboarding@matchtech.com

Previous monthly rail briefings

<https://www.matchtech.com/about-us/health-and-safety/safety-briefings>

