

**CHANNEL TUNNEL SAFETY AUTHORITY
WORK PLAN – 2018**

SUPERVISION (INSPECTION AND AUDIT)

Inspection/audit subject	Link to the supervision strategy of the IGC	Objective	Lead working group	Joint working group	Methodology	Frequency and resources
WG1 (RESCUE & PUBLIC SAFETY WORKING GROUP)						
Emergency response arrangements for security related incidents	Emergency response	<p>Review the current arrangements for ET and SLOR in relation to security related incidents</p> <p>Follow up outcomes and recommendations following the Binat 27 exercise</p>	WG1		<p>Specific plans (UK and FR) to be developed by emergency services with ET and discussed at WG1</p> <p>Plans to incorporate the medical care arrangements for severe trauma incidents</p>	Continuation of work from 2017
Fire detection systems	<p>Management of ageing equipment and infrastructure</p> <p>Emergency response</p> <p>Management of safety</p>	<p>Follow-up of the CTSA inspection undertaken in April 2016</p> <p>Review Eurotunnel's independent review of its fire detection systems and any replacement plans.</p>	WG1		<p>Ad hoc group of fire and rescue reps from both delegations to liaise with ET, reporting to WG1</p> <p>Site visits to be arranged at other</p>	Continuation of work from 2017

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		<p>Particular focus on the Running Tunnels and on board HGV shuttles</p> <p>Confirm what review process is used to assess any new technology developments that could improve the speed and efficiency of fire detection</p>			<p>rail tunnel locations, to compare fire protection arrangements.</p>	
<p>Communications systems used in the event of an emergency</p>	<p>Emergency response</p> <p>Management of safety</p>	<p>Review the existing arrangements for communications systems and procedures in the event of an emergency, following the introduction of GSMR</p>	<p>WG1</p>		<p>Ad hoc working group of communications specialists (ET and SLOR) reporting to WG1</p>	<p>Review to be completed by April 2018</p>
<p>Annual safety exercises Binat 29 and 30</p>	<p>Emergency response</p> <p>Management of safety</p>	<p>Develop proposals for the next two Binat exercises</p>	<p>WG1</p>			<p>UK and Fr led exercises</p> <p>First meeting of strategic planning group to take place in July 2018</p> <p>First exercise</p>

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						to take place in January 2019
New ET procedures for mobilising STTS drivers in emergency situations	Emergency response	Assess the effectiveness of the new STTS driver mobilisation procedures that ET issued in response to recommendation 6 of the BEATT/RAIB report after the fire of 17 January 2015	WG1		<p>Unannounced inspection</p> <p>Q&A with staff involved in managing and implementing the procedures</p> <p>Observe one of the specific training/testing sessions that ET is planning to run</p>	<p>One off inspection</p> <p>1 x UK and 1 x FR inspector</p> <p>2 inspector days to plan</p> <p>4 inspector days to conduct inspection</p> <p>2 inspector days to compile/audit report.</p> <p>Expected time = 8 days (Total hours to be included in final report)</p>

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<p>Management of fire prevention</p> <p>Operation of controls on the terminals during loading processes</p>	<p>Emergency response</p> <p>Management of safety</p>	<p>Review of the Agent de Feu (ADF) arrangements, including:</p> <p>Checking training records and competence levels of the ADF</p> <p>Review the roles and responsibilities of the ADF</p>	<p>WG1</p>		<p>Joint UK and FR inspection</p>	<p>1 planned inspection</p> <p>2 inspector days to plan</p> <p>4 inspector days to conduct inspection</p> <p>2 inspector days to compile/audit report.</p> <p>Expected time = 8 days (Total hours to be included in final report)</p>
<p>Review of ET's internal Operations Plan Volume E</p>	<p>Emergency response</p> <p>Management of safety</p>	<p>Monitor the further revision of Volume E, following WG1's (RPSWG's) comments sent in 2016</p>	<p>WG1</p>		<p>Liaison between reps from both delegations and ET, reporting progress and findings to WG1</p>	<p>One representative from FR and UK delegations, plus ET.</p> <p>Target date for completion July 2018.</p>

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Firefighting review – incident of January 2015	Emergency Response Management of safety	Monitor the action against the 15 recommendations of the firefighting review. Recommendations include action to review protective equipment, FLOR UK/Fr interface and FLOR/SLOR interface.	WG1		Identify responsible persons to progress recommendations within each organisation (ET, SDIS 62, KFRS).	Ad hoc working group to progress activity and report back to WG1 Target date for completion Dec 2018
WG2 (RAIL SAFETY & TRANSPORT WORKING GROUP)						
Eurotunnel Follow-up of the recommendations made following the inspection of the UK cross-over	Integrity of infrastructure Staff skills		WG2 (CETU)			One-off inspection
Eurotunnel Follow-up of the recommendations made following the inspection of the engineering management system	Integrity of infrastructure Staff skills		WG2 (CETU)			One-off inspection

Inspection/audit subject	Link to the supervision strategy of the IGC	Objective	Lead working group	Joint working group	Methodology	Frequency and resources
Eurotunnel Management of change	Management of ageing equipment and infrastructure, in particular, management of modifications and changes	Check implementation of the recommendation made following the change management inspection of 2016	WG2		Joint UK and FR inspection	Brought over from 2017 14 days [7 days per UK and FR inspector]
Eurotunnel Eleclink project	Management of change	Check involvement of the management in authorising the change and efficiency in managing the risks	WG2	WG1	Joint UK and FR inspection	16 days (UK and FR) Ad hoc group members to lead, with co-chairs' participation. Timing dependent on progress of ElecLink project
Eurotunnel Recommendations n°1 du BEA-TT	Eurotunnel safety arrangements to prevent fire in the tunnel	Check that appropriate actions have been implemented after 2017 inspections on UK and FR terminals	WG2	WG1	Joint UK and FR inspection, evaluation and oversight of activities by Eurotunnel to	16 days [8 days per UK and FR inspector]

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		Looking at reinstatement of pagodas, aerial detectors and safety checks			properly implement rec 1 whilst securing safety through risk control arrangements on the Terminals	
Eurotunnel EPSF annual audit Monitoring of activities	Eurotunnel safety management system conformity and efficiency	Check that Eurotunnel has the relevant arrangements in place to monitor the effectiveness of safety measures in place	WG2		Audit	EPSF resources
If resources available Eurotunnel Management involvement in safety leadership and competence	Eurotunnel safety management system	Assess management involvement in safety matters	WG2		Joint UK and FR inspection The topic for discussion with managers could focus on risk assessment and on the competence and training of managers in this matter.	16 days [8 days per UK and FR inspector]
If resources available Eurotunnel	Integrity of	Check that the	WG2		Joint UK and	16 days [8

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Infrastructure maintenance works	infrastructure	infrastructure is properly maintained with a focus on tracks and subcontracting			FRinspection	days per UK and FR inspector]
<p>If resources available</p> <p>Eurotunnel</p> <p>Freight wagons propping system</p>	Derailment risk management	Monitoring of technical actions implemented to avoid a derailment due to propping in wrong position during transit	WG2		Joint UK and FR inspection	16 days [8 days per UK and FR inspector].
<p>Eurotunnel & Eurostar</p> <p>OHLE compatibility with e320s</p>		<p>Monitor discussions for the OHLE compatibility with e320s</p> <p>Remove the authorisation reservation</p>	WG2 (FR)		<p>Via presentations at CTSA and e320 meetings</p> <p>Note: this could lead to a formal submission by Eurotunnel for an assessment of a substantial change</p>	<p>Continuation of work from 2016 & 2017</p> <p>May also require input from ORR's RPP team</p>
<p>Eurotunnel</p> <p>BEA-TT/RAIB recommendation of the incident of the 17 January 2015</p>	Eurotunnel safety management system	<p>Monitor implementation of Eurotunnel action plan</p> <p>Communicate yearly to BEA-TT/RAIB progress made</p>	WG2	WG1	Through working group meetings	Continuous work

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<p>Eurotunnel Freight wagon pagodas</p>	<p>Eurotunnel safety arrangements to prevent fire in the tunnel</p>	<p>Monitoring of the pagodas dossier: completion of fitting 2 pagodas; REX of 2 pagodas configuration; 12-month alternatives to a 2-pagoda solution</p>	<p>WG2</p>	<p>WG1</p>	<p>Through working group and CTSA meetings</p>	<p>Continuous work</p>
<p>Eurotunnel and RUs Monitoring of incidents and implementation of actions after inspections/audits.</p>	<p>Safety management</p>	<p>Check that appropriate actions are taken and be able to adapt our supervision</p>	<p>WG2</p>	<p>WG1</p>	<p>Through working groups reviewing SRIs, log of recommendations and other information. RM3 updates</p>	<p>Continuous work</p>

SAFETY CERTIFICATION & SAFETY AUTHORISATION AND AUTHORISATION TO PLACE INTO SERVICE

Task	Objective	Lead	Advice	Methodology	Timing and Resources
DB Cargo Consider DB Cargo's application for renewing its safety certificate	To ensure timely and robust consideration by IGC	WG2	CTSA/Sec	ORR: Part A IGC: Part B	Continuation of work from 2017 5 days per UK and FR assessors Due 19 March 2018
GBRf Consider GBRf's application for renewing its safety certificate	To ensure timely and robust consideration by IGC	WG2	CTSA/Sec	ORR: Part A IGC: Part B	5 days per UK and FR assessors Due 2 August 2018
Consideration of Eurotunnel's application for renewed safety authorisation	To ensure timely and robust consideration by IGC of Eurotunnel's application to renew their safety authorisation as infrastructure manager for the Channel Tunnel	WG2	CTSA/Sec	Assessment to be carried out in line with Regulation 1169/2010/EC in advance of IGC decision by deadline Application due to be received in 2018	6 days (reassessment); 2 days (review by WG); 2 days (consideration by CTSA and advice to IGC) Due April 2019
Consideration of applications for authorisation to place vehicles or sub-	To ensure timely and robust consideration by IGC of any applications for authorisation to place new vehicles or sub-	WG2	CTSA/Sec	Clarify the process and requirements, and deliver timely authorisation.	Ad hoc when necessary Secretariat, ORR

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system into service	system into service in the Channel Tunnel				(RPP) / EPSF assessors
Consideration of applications for authorising vehicles already authorised in other Member States	To deliver timely additional authorisation of passenger and freight vehicles in accordance with Chapter V of the bi-national regulation	WG2	Sec (on process)	As per handling process in published guidance on the bi-national regulation	Ad hoc when necessary ORR (RPP) / EPSF assessors, secretariat
Consideration of Eurotunnel applications for authorisation of infrastructure projects	To ensure timely and robust consideration by IGC of any applications from Eurotunnel to place into service non-vehicle projects in accordance with Directive 2008/57/EC.	WG2	CTSA	Applications will be dealt with in accordance with Chapter IV of Directive 2008/57/EC Application to install GSM-R Voice equipment on freight shuttle locomotives and Krupps locomotive expected to be received in early 2018 Eleclink project safety files assessment	On going as required For each application: 6 days (assessment); 2 days (review by WG); 2 days (consideration by CTSA and advice to IGC); regular ad hoc group meetings
	To ensure timely and robust consideration by IGC of safety issues arising any applications from Eurotunnel for infrastructure projects in accordance with the Concession Agreement.	WG2	WG1, JSC, CTSA	Applications will be dealt with in accordance with the relevant provisions of the Concession Agreement.	

CTSA Work Plan 2018

Task	Objective	Lead	Advice	Methodology	Timing and Resources
Passenger shuttles mid-life	Check that the change is safely managed especially regarding fire detection and extinguishing system [May require an IGC approval]	WG2	WG1	Discussions at Eurotunnel-convened ad hoc group meetings	UK and FR delegates to attend meetings approx every 2 months

DEVELOPMENT OF THE SAFETY REGULATORY FRAMEWORK

Task	Objective	Lead	Advice	Methodology	Timing and Resources
Complete the corrective action plan agreed following the cross-audit of IGC as national safety authority (certification and authorisation)	To deliver the corrective action plan, which seeks to improve the IGC's supervision capability, its guidance and procedural documents	WG2	Inspectors and secretariat	Update the current " Inspector Guide "	Inspector guide: <ul style="list-style-type: none"> • CTSA approval • IGC approval
Conclusion of IGC's review of unified safety rules	To ensure that the agreed unified safety rules are finalised, published and notified in accordance with the EU legal framework for rules	Secretariat	CTSA	Review and maintenance of notification in time of 4RP	Ongoing
	To maintain the reference document of Channel Tunnel vehicle authorisation rules			Ensure reference document remains up to date and reflects any changes to national rules	Ongoing
CTSA involvement in cross-acceptance	To participate in the UK-FR geographical interest group considering equivalence of rules and mutual recognition of authorisations	Secretariat	CTSA	Learn from ORR-EPSF work on cross-acceptance and take forward task specific to Tunnel	Continuation of work from 2016 + 2017 Ongoing (2 days per meeting)