

**CHANNEL TUNNEL SAFETY AUTHORITY
WORK PLAN – 2020**

A. 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)						
A1	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 and 28 exercises</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>	<p>Follow-on work from 2019</p> <p>Members of emergency services involved in regular meetings</p>
A2	Fire detection systems	<p>Management of ageing equipment and infrastructure</p> <p>Emergency response</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</p>	WG1		<p>Fire and rescue reps from both delegations to liaise with ET, reporting to WG1 on progress of the project</p>	<p>Follow-on work from 2019</p> <p>Specific meetings being</p>

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		Management of safety	<p>any replacement project plans</p> <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>arranged to discuss detailed plans.</p> <p>CTSA inspectors Uk and France</p>
A3	Communications systems used in the event of an emergency	<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 GSM-R</p> <p>Joint specification of requirements to be agreed with ET</p>	WG1		Ad hoc working group of communications specialists (ET and SLOR) reporting to WG1 and then via Joint Security Committee	<p>Follow-on work from 2019</p> <p>Members of emergency services involved in regular meetings</p>
A4	Firefighting review – incident of January 2015	<p>Emergency response</p> <p>Management of safety</p>	<p>Monitor the action against the 15 recommendations of the firefighting review</p> <p>Recommendations include</p>	WG1		Identify responsible persons to progress recommendations within each organisation (ET,	<p>Follow-on work from 2018</p> <p>CTSA</p>

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			action to review protective equipment, FLOR UK/FR interface and FLOR/SLOR interface			SDIS 62, KFRS)	inspectors to track progress activity and report back to WG1
A5	<p>Management of fire prevention</p> <p>Operation of controls on the terminals during loading processes and safety information provided to HGV drivers during loading</p>	<p>Emergency response</p> <p>Management of safety</p>	<p>Review of the process for managing fire prevention for HGV shuttles. To include:</p> <ul style="list-style-type: none"> • Agent de Feu (ADF) processes • Checking training records and competence levels of the ADF • Review the roles and responsibilities of ADF • Review fire safety information provided to HGV drivers during loading • Management of related fire risks on HGV shuttles by ET 	WG1		Joint UK and FR inspection	<p>1 planned inspection:</p> <p>2 inspector days to plan; 4 inspector days to conduct inspection; 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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A6	Risks relating to Lithium Ion batteries	Emergency Response Management of safety	To assess Eurotunnel's plans for the risk management of all procedures where Lithium Ion batteries are involved	WG1		Eurotunnel risk assessments to be submitted via Dangerous Goods (sub group of WG1) by April 2020 DG sub group and WG1 to report to CTSA after assessing proposals	Attendance at Dangerous Goods sub-group meetings, as required Attendees incl Eurotunnel's Dangerous Goods manager, reps from WG1's UK and FR delegations
A7	Arrangements for passenger reception in the event of an emergency	Emergency response Management of safety	To test the on-site and off-site arrangements for the reception of uninjured passengers during an emergency or disruption phase (Binat 30, Jan 2020)	WG1		Exercise the current passenger reception arrangements and identify any improvements required	Members of emergency services to take part in Binat 30 exercise CTSA inspectors to observe and compile report

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A8	Severe weather plans	Emergency Response Management of safety	To audit the Eurotunnel contingency plans for severe weather events	WG1		Review contingency plans and undertake inspections where necessary	CTSA UK and FR inspectors
A9	Duties of FLOR	Emergency Response Management of safety	To assess the emergency response procedures listed in the ET FLOR contracts	WG1		Inspections focusing on security incidents	CTSA UK and FR inspectors
	WG2 (RAIL SAFETY & TRANSPORT WORKING GROUP & CETU)						
	Planned preventive inspections						
A10	Eurotunnel Management involvement in safety leadership and competence	Eurotunnel safety management system RM3 - Health & safety leadership; Securing competence	Assess management involvement in safety matters Focus on risk assessment and on the competence and training of managers in risk assessment and health & safety	WG2		Joint UK and FR inspection	18 days [9 days per UK and FR inspector] Assistance from ORR risk management specialist and EPSF leadership specialist

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A11	Eurotunnel Degraded modes management and Minimum Operating Requirements	Safety management system	Check the robustness of the system and its ability to operate safely when an incident occurs	WG2		Joint UK & FR inspection	16 days [8 days per UK and FR inspector
A12	Eurotunnel Lessons learned from incidents	Safety Management system	Check progress made since 2017 inspection	WG2		Joint UK & FR inspection	16 days [8 days per UK and FR inspector
A13	Eurotunnel Power supply	Eurotunnel safety management system	Maintenance plan Corrective action plans on catenary Competence management Medium- and long-term renewal of equipment	WG2		EPSF audit	EPSF resources

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	Planned reactive work						
A14	Eurotunnel Infrastructure maintenance	Eurotunnel management of infrastructure maintenance - Broken rails RM3 – Monitoring, audit & review	Check on Eurotunnel's progress with its broken rail welds action plan Examine its control of rail welding work, engineer oversight of track faults and their approach to planning track maintenance and renewals	WG2		WG2 and CTSA meetings	Continuous work
A15	DB Cargo	Safety management	Follow-up of CTSA recommendations and issues from 2019 inspection	WG2		WG2 meetings	Continuous work
A16	GB Railfreight	Safety management	Follow-up of CTSA recommendations and issues from 2019 inspection	WG2		WG2 meetings	Continuous work

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A17	Eurotunnel & Eurostar OHLE compatibility with e320s		Monitor discussions for the OHLE compatibility with e320s Remove the authorisation reservation Eurotunnel's new SVC to be commissioned early 2020 – monitor project development	WG2 (FR)		Via presentations at CTSA meetings Note: this could lead to a formal submission by Eurotunnel for an assessment of a substantial change	Continuation of ongoing work May also require input from ORR's RPP team
A18	Eurotunnel Recommendations in the BEA-TT/RAIB report of 17 January 2015 incident	Eurotunnel safety management system	Monitor implementation of Eurotunnel action plan Contribute towards IGC's yearly progress update to BEA-TT/RAIB	WG2	WG1	Through working group meetings	Continuation of ongoing work
A19	Eurotunnel Recommendations in CTSA inspection reports on prevention of arcing	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	Through working group meetings	Continuous work

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			<p>Follow up inspection – workers carrying out testing of and managing the aerial/height detectors and safety checks adequately</p> <p>Looking at reinstatement of pagodas, aerial detectors and safety checks.</p>				
A20	<p>Eurotunnel</p> <p>Freight wagon pagodas project</p>	Eurotunnel safety arrangements to prevent fire in the tunnel	Monitoring of the pagodas dossier: work towards fitting additional 2 pagodas (4 in total)	WG2	WG1	Through working group and CTSA meetings	Continuous work to Q1 2021
A21	<p>Eurotunnel and RUs</p> <p>Monitoring of incidents and implementation of actions after inspections/audits</p>	Safety management	Check that appropriate actions are taken and be able to adapt our supervision	WG2	WG1	Through working groups reviewing SRIs, log of recommendations and other information	Continuous work

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A22	<p>Eurotunnel</p> <p>Eurotunnel's risk assessment project – streamline procedures & processes, purpose, use made of it</p>	Eurotunnel safety management system	Check that progress is made to improve the SMS and make more clear ET's risk assessment requirements	WG2	WG1	Monitoring through working groups	Continuous work [to 2021]
A23	<p>Eurotunnel and RUs</p> <p>Communications between Eurotunnel and the railway undertakings, with particular regard to managing and analysing incidents</p>	Eurotunnel safety management system	Check there is effective communication, co-operation and learning from experience is shared	WG2	WG1	Monitoring through working groups	Continuous work

B. SAFETY CERTIFICATION & SAFETY AUTHORISATION & AUTHORISATION TO PLACE INTO SERVICE

	Task	Objective	Lead	Advice	Methodology	Timing and Resources
B1	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 and 2016/797	WG2	CTSA	Applications will be dealt with in accordance with Chapter IV of Directive 2008/57/EC and Directive 2016/797	On going as required Generally, 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
			WG2	CTSA	Eleclink project safety dossier assessment Regular meetings of CTSA ElecLink ad hoc working group	Timetable dependent on receipt of complete dossier
		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.	

	Task	Objective	Lead	Advice	Methodology	Timing and Resources
B2	Consideration of Eurotunnel's application for amended safety authorisation: Substantial change to the safety authorisation required before operation of the ElecLink interconnector		WG2	WG1, CTSA	Assessment to be carried out in line with Regulation 1169/2010/EC in advance of IGC decision by deadline Assessors acting on behalf of CTSA to provide advice to IGC	To be confirmed
B3	Consideration of applications for authorisation to place vehicles or sub-system into service	To ensure timely and robust consideration by IGC of any applications for authorisation to place new vehicles or sub system into service in the Channel Tunnel	WG2	CTSA/Sec	Clarify the process and requirements, and deliver timely authorisation	Ad hoc when necessary Secretariat, ORR (RPP) / EPSF assessors
B4	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

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B5	Passenger shuttles mid-life	Check that the change is safely managed by Eurotunnel, especially regarding fire detection and extinguishing system [May require an IGC approval]	WG2	WG1	Discussions at Eurotunnel-convened ad hoc working group meetings	UK and FR delegates to attend meetings approx every 2 months
B6	Replacement of Works Train locos (Schöma)	Check that the change is safely managed by Eurotunnel	WG2	WG1, CTSA	Discussions at WG2 and CTSA meetings Discussions at Eurotunnel-convened ad hoc working meetings Liaison required with WG1	UK and FR delegates to attend meetings approx every 4 months

C. DEVELOPMENT OF THE SAFETY REGULATORY FRAMEWORK

	Task	Objective	Lead	Advice	Methodology	Timing and Resources
C1	Conclusion of IGC's review of unified safety rules	To maintain the reference document of Channel Tunnel vehicle authorisation rules	Secretariat	CTSA	Ensure reference document remains up to date and reflects any changes to national rules	Ongoing