

1. Members should familiarise themselves and understand the content of the 'Community Licence Area, associated privileges and regulations within it, before entering site.
2. As a volunteer you may be working closely to the operational railway. It is an unusual place to work and can be dangerous; these instructions are designed to keep you and other volunteer members and the public safe.
3. Never go beyond the area which is designated in your community licence. Never go onto any railway track or any part of the railway that is outside the designated work area for your scheme; except where railway passengers are permitted. **Designated access/egress points are shown on the Community Licence plan.**
4. Volunteers should familiarise themselves with work activity risk assessments associated to the privileges contained within the community licence ensuring they wear appropriate personal protective equipment identified with each activity (Safety footwear, gloves Hi-Vis vest etc.).
5. Work activities identified within the risk assessments and method statements must be conducted by a minimum of two people.
6. Some injuries on the railway result from slipping tripping or falling over so always take care where you are walking and be mindful of the underfoot conditions when working within your licence area.
7. Always take care when setting up and dismantling your work site. Always take care when carrying equipment to and from the work area and always leave your work scheme area clean and tidy and free from hazards.
8. Always use the authorised access routes and ensure that any gates in the boundary fence are locked behind you. **The authorised access routes are shown on the Community Scheme plan.**
9. Never do anything which may damage or interfere with cables, electrical cabinets, signalling or other railway equipment. Never undertake any works within 1 metre of this equipment; this includes digging near equipment, putting anything on or against it, or allowing paint or other chemicals to come into contact with it.
10. Always wear your high-visibility tabard at all times you are within the designated area or the authorised access route to it. If a train driver sees you and sounds his horn you must raise one Arm above your head to acknowledge it.
11. Never operate motorised vehicles or machinery unless competent to do so and the equipment is authorised by Network Rail. Never erect or use lighting that may conflict with the operational railway or cause a nuisance.
12. Never enter the designated community licence area if you are under the influence of alcohol or drugs. In particular do not work on the licence area if you have drunk alcohol in the previous 8 hours.
13. An inherent danger within the railway environment comes from electrification; volunteers are reminded that:
 - Electricity supplies are never switched off
 - An electrified rail looks like any other, but if you touch it, its deadly
 - Electricity can arc like lightning or 'jump up to three meters'. You can be electrocuted by touching any associated equipment.
14. If you believe something is wrong, such as a person, animal or object on the railway line, do not intervene. If there is a member of railway staff nearby tell them. Otherwise phone the Network