



Canadian
Pacific
Railway
Ingenuity

SOUTHERN ONTARIO SERVICE AREA

Conductors, Locomotive Engineers
Yardmen/Trainmen - All Points
ISSUED DATE: January 10, 2007
NOTICE No. 230

*FIELD OPERATIONS- TORONTO YARD
JOINT HEALTH & SAFETY COMMITTEE MEETING*

***Tuesday January 09th, 2007: 1000 – 1400
3rd Floor Conference room, GYO Bldg***

COMMITTEE MEMBERS:

| | | | |
|-------------|----------------------------|-------------------|---------|
| N. Richards | Member, Co-chairperson | CPR Co-Chair | Present |
| M. Waver | Member | CPR | Present |
| R. Sutton | Member | CPR | |
| D. Humphrey | Member, Co-chairperson | TCRC/UTU Co-Chair | Present |
| D. Gillam | Member, Alt Co-chairperson | TCRC/BLE | Present |
| K. Lawrence | Member | TCRC/UTU/RCLS | Present |
| D. Simpson | Alternate | CPR | |
| P. Debono | Alternate | TCRC/UTU | Present |
| B. Sexsmith | Alternate | TCRC/BLE | |
| C. Smith | Alternate | TCRC/UTU/RCLS | |

GUESTS Present:

| | |
|------------|-------------------------------|
| C. Watt | Union Legislative REP |
| R. Lewicki | SOSA Field Safety Coordinator |

Agenda:

Opening comments by Co-Chairs and Mr. Lewicki – New Mgr members & going forward into 2007.

| ITEMS | DESCRIPTION | WHO |
|-------|--|--------------|
| 1 | Review 2006 Safety Plan | All |
| 2 | Review Safety Stats – Personal Injuries, Train Accidents/Incidents | All |
| 3A | SOFA/ORCA Audit Results - | Auditors |
| 3B | RCLS SOFA Audit Addendum – Toronto Committee Pilot Project | All |
| 4 | Footboard Meetings: At-Risk trends, Safety Info-Grams/Flashes | All |
| 5 | Monthly Workplace Inspections | Inspectors |
| 6 | Accident Investigations/Work Refusals | Participants |
| 7 | Safety Hazard Reports | All |
| 8 | Old Business/Discussions | All |
| 9 | New Business/Discussions | All |
| 10 | Update HRDC/TC Annual Report | All |
| 11 | Adjournment | All |



Item 1: Review of 2006 Safety Plan: H&S Committee reviewed 2006 Safety Plan and activities: **Tracking Document**

| SOSA F.Ops H&S Committee: 2006 | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Target | Completed |
|---|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----------------------------|------------|
| Safety Activities for 2006 | | | | | | | | | | | | | Month / Yr | Yr to date |
| 1. SOFA Operations Switching Audits | 5 | 5 | 4 | 5 | 4 | 6 | 4 | 6 | 9 | 12 | 6 | 12 | 5 / 60 | 78 |
| 2. ORCA Audits | 0 | 0 | 2 | 0 | 1 | 1 | 0 | 2 | 1 | 2 | 0 | 2 | 1 Alt Month | 11 |
| 3. Safe Work Practices meetings-blitzes | Y | Y | Y | Y | Y | Y | Y | Y | 2 | Y | Y | Y | 12 | 13 |
| 4. Workplace Inspections | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Each area - Twice per yr | Completed |
| 5. Pre-Departure Checklist/Job Briefings | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | Y | ONGOING | ONGOING |
| 6. Mentoring/Coaching Program for Junior employees- (3-5 yrs service) Pilot Commenced March 2006 (#Employees) | - | - | 2 | 2 | 0 | 1 | 0 | 1 | 2 | 2 | 1 | 0 | PILOT Initiative | 11 PILOT |

| SOSA F.Ops H&S Committee: 2007 | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Target | Completed |
|---|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----------------------------|-----------|
| Safety Activities for 2007 | | | | | | | | | | | | | Month / Yr | Month/Yr |
| 1A. SOFA Operations Switching Audits | | | | | | | | | | | | | 10 / 120 | |
| 1B. RCLS SOFA Audits - Addendum | | | | | | | | | | | | | New PILOT | |
| 2. ORCA Audits | | | | | | | | | | | | | 2 Month | |
| 3. Safe Work Practices meetings-blitzes | | | | | | | | | | | | | 12 | |
| 4. Workplace Inspections | | | | | | | | | | | | | Each area - Twice per yr | |
| 5. Pre-Departure Checklist/Job Briefings | | | | | | | | | | | | | ONGOING | |
| 6. Mentoring/Coaching Program for Junior employees- (3-5 yrs service) Pilot Commenced March 2006 (#Employees) | | | | | | | | | | | | | Continued Pilot 2/month | |

Safety Activity 1: SOFA (Switching Operations Fatality Analysis) Audit results:

1A: At-risk procedures (Trends) are identified on SOFA, discussed and form the topics for discussion in Activity 3: Safe Work Practices, footboard meetings and blitzes. 1B: RCLS SOFA Audits – Addendum & Tracking document: See Item 3B

Safety Activity 2: ORCA audit results:

At-risk procedures (Trends) are identified on ORCA, discussed and form the topics for discussion in Activity 3: Safe Work Practices, footboard meetings and blitzes.

Safety Activity 3: Safe Work Practices, Meetings, Blitzes:

At-risk procedures (Trends) noted in previous month SOFA Audits and/or ORCA audits are discussed with Rte's at following Month's footboard meetings, blitzes and affirm/reaffirm safe work practices and procedures.

Safety Activity 4: Workplace Inspections

Committee to schedule local inspections of Toronto Yard, which includes five (5) Areas: GYO/Hump, Pull down, Classification Yard, Diesel/Car Shop, Arrival/Departure Yards plus seven (8) Customer/Industrial locations: Each area or customer location: established plan is to inspect twice per year.

Safety Activity 5: Pre-Departure Checklist/Job Briefings

Monitor use and quality of pre-departure checklists: monitor and participate in crew job briefings.

Safety Activity 6: Mentoring/Coaching – Continuation of 2006 Pilot Project by Toronto Yard Joint S&H Committee

Description: Development and implementation of mentoring and coaching junior and/or at-risk employees: (Primarily Mentoring Employees between 3-5 years service and/or as otherwise required: Pilot commenced March 2006. Will continue this pilot project as required in 2007.



Item 2: Review Safety Stats – Personal Injuries, Accidents/Incidents: Review To date:

H&S Committee review of SOSA stats and Toronto Yard 2006 – FOPS accidents/Incidents and Personal Injuries:

| | | | | | 2 | 0 | 0 | 6 | | | | | 2006 | 2006 |
|----------------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|------------|--------|
| FOPS – Toronto Yard | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | YTD Actual | Target |
| FRA Personal Injuries | 1 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 1 | 0 | 3 | 4 |
| Non-FRA Personal Injuries | 2 | 1 | 0 | 1 | 1 | 0 | 1 | 0 | 0 | 0 | 0 | 1 | 7 | 7 |
| FRA Train Accidents | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Non- FRA Train Accidents | 2 | 0 | 2 | 1 | 0 | 2* | 0 | 2 | 1* | 1 | 0 | 1 | 12 | 17 |
| Cardinal Rule Violations | 0 | 0 | 0 | 0 | 0 | 2* | 0 | 0 | 1* | 0 | 0 | 0 | 3 | 2 |

H&S Committee review of SOSA stats and Toronto Yard 2007 – FOPS accidents/Incidents and Personal Injuries:

| | | | | | 2 | 0 | 0 | 7 | | | | | 2007 | 2007 |
|----------------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|------------|--------|
| FOPS – Toronto Yard | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | YTD Actual | Target |
| FRA Personal Injuries | | | | | | | | | | | | | | |
| Non-FRA Personal Injuries | | | | | | | | | | | | | | |
| FRA Train Accidents | | | | | | | | | | | | | | |
| Non- FRA Train Accidents | | | | | | | | | | | | | | |
| Cardinal Rule Violations | | | | | | | | | | | | | | |

2006

FOPS FRA PI

Jan. 07, 2006: Toronto: YSE while applying handbrake in CT17A, felt sharp twinge to left shoulder: FRA – NO LOST TIME
 June 20, 2006: Toronto: YSE at LHF, Fell when proceeding down into nose Eng 8224 – head bump, sore chest FRA – LTI as of June 29*
 Nov. 04, 2006: CT27/CT28 – Employee detrainning stepped on water bottle tripping– P&C box/chipped tooth FRA – LTI

FOPS NON-FRA PI

Jan. 13, 2006: Toronto: YSE while crossing through hopper, felt muscle pull in left shoulder and neck: NON-FRA
 Jan. 16, 2006: Toronto: YSE while throwing FL01/FL02 Switch – Groin Strain: NON-FRA
 Feb. 12, 2006: Toronto: YSE while getting out of car slipped on ice: – twisted left ankle NON-FRA
 Apr. 24, 2006: Toronto: YSE while detrainning – twisted left ankle. NON-FRA
 May 04, 2006: Toronto: YSE at LHF, Knuckle fell out of car and onto employees right foot - sore right foot NON-FRA
 July 29, 2006: Toronto: YSE doing up hose bags – air cut in, hose bag separated and hit employees elbow NON-FRA
 Dec. 09, 2006: Toronto Conductor while lining drawbar/coupler on NYC239938 strained lower back (256-09) NON-FRA

FOPS FRA TA - NIL

FOPS NON-FRA TA

Jan. 12, 2006: Toronto: Run through switch AL01 – Manually lined against own train
 Jan. 27, 2006: Toronto: CT16 derailment – Crossed-draws - coupling on curve.
 Mar. 03, 2006: LHF, crossed drawbar – slack action in train, flex train line caught on stop block support
 Mar. 08, 2006: CT64: Hump reversed instead of forward: 1598-1013 on Lead at E/E: Bumped: No damage
 Apr. 27, 2006: LHF – ETY Car over Moons – Radio communication failure - almost at block
 June 02 2006: P&C Crew movement contacted stationary train. **(CRV*)**
 June 12 2006: Hump Crew movement contacted P&C train E/E FL02. **(CRV*)**
 Aug. 20, 2006: Hump move traveling west out of C1 escape ran through the AL01 portion of the escape crossover.
 Aug. 30, 2006: Hump Eng CP1150-YSE discovered heavy damage to the Pilot, running board, operating lever & grab iron on the nose. (Cause unknown)
 Sept 08, 2006: Hump Movement AT08 reversing instead of in forward – unknowingly contacted E/S Vehicle. **(CRV*)**
 Oct, 31, 2006: Movement (light power) coming off shop westward on FL02 missed lining washout switch – RT Switch
 Dec. 01, 2006: P&C crew exiting Van alley (1684) – Ran through OV3 switch

Cardinal Rules Violations

June 02 2006: P&C Crew movement contacted stationary train.
 June 12 2006: Hump Crew movement contacted P&C train E/E FL02.
 Sept 08, 2006: Hump Movement AT08 reversing instead of in forward – unknowingly contacted E/S Vehicle

CRV*
CRV*
CRV*



Item 2: Review Safety Stats – Personal Injuries, Accidents/Incidents: Review To date: (CONT)

Other: Non-FOPS incidents reviewed:

Jan. 26, 2006: Toronto: Eng 8215 struck new inert CT56 – (Poor support of old inert – E/S)
Feb. 03, 2006: Toronto: PROX60101 Over-speed: (Weather: Heavy rain affecting master, slight wheel contamination – Other)
Apr. 03, 2006: Toronto: Normal Hump Operation: HPLX405607 stalled toward swt CT52, following car SRIX80284 for CT54 cornered – S&C
June 01 2006: Toronto: Normal Hump Operation: NS470205 thru inert CT16 and contacted Hump train-CT17A PROX74247 – S&C - Defective INERT
June 19 2006: IPSCO: Derailed 1 car at Crossing – E/S RESP – Wide Gauge and defective mud rail.
June 29 2006: Toronto: Crossing Accident at Pull down with transport truck – 3RD party responsibility: Driver failed to yield to moving train
July 04, 2006: Toronto: T03 – OSH-A while pulling into AT03 derailed 4 cars – Track – Broken Rails – E/S Responsibility
Oct. 05, 2006: Toronto: P&C Dumping ballast - Derailed one truck account E/S too much ballast released – E/S Responsibility
Oct. 11, 2006: Toronto: Hump – Sideswipe account car hump through inert CT47- Inert not working as intended. – S&C Responsibility
Oct. 18, 2006: Toronto: Hump. CT07 – 1 car derailed (R3 wheel) SOO601669 as a result of cross couplers – Hump operation
Nov.19, 2006: Toronto: Hump – While pulling RA01 via CT72 escape to hill – derailed – Split Switch – E/S-M/S Responsibility
Nov.19, 2006: Toronto: Hump – While Pulling FT01 to EH2 – Engines derailed – Split switch 6A/B crossover – E/S Responsibility
Nov 29, 2006: London Crew: Movement (light power) coming off TY shop westward RT washout switch – London FOPS Responsibility
Dec. 16, 2006: Toronto: P&C - CPAA205940 derailed e/e CT15 – Crossed coupler – hump operation
Dec. 23, 2006: Hump - IMPACT CARS CP570003 AND SHPX43406 TRACK CT57: Wheel contamination on SHPX43406 when humped

2007 to date :

FOPS FRA PI – NIL

FOPS NON-FRA PI – NIL

FOPS FRA TA – NIL

FOPS NON-FRA TA – NIL

Cardinal Rules Violations - NIL

Other: Non-FOPS incidents reviewed:

Jan. 03, 2007: Hump – Derailment CT01 West End – Wide Gauge in curve



Item 3A: SOFA/ORCA Audit Results: (Safety Activity 1, 2 and 3):

Audits: Safe Observations, At-risk observations, SOFA/ORCA Summary For 2006:

The basic concept of communication, or its lack of, has been attributed to the cause of many Accidents & incidents across the property last year. The key is that we must not assume the other members of our crew know what we are going to do; we must talk about it constantly so we are all sure everyone else is on the same page as us.

| 2006 | S O F A A U D I T S | | | | | | | | | | | | |
|---|----------------------------|------------|------------|------------|------------|------------|------------|------------|-------------|------------|------------|------------|----------------------------------|
| Lifesaver | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sept | Oct | Nov | Dec | Totals/ AVG. YEAR |
| Lifesaver 1 Secure Equip. | 95% | 94% | 95% | 97% | 98% | 91% | 95% | 97% | 95% | 98% | 100% | 98% | 96.0% 4.0% AR |
| Lifesaver 2 Protection | 100% | 97% | 100% | 100% | 98% | 97% | 98% | 100% | 96% | 100% | 98% | 100% | 98.6% 1.4% AR |
| Lifesaver 3 Job Briefing | 100% | 100% | 100% | 98% | 100% | 97% | 100% | 100% | 93% | 88% | 91% | 100% | 97.3% 2.7% AR |
| Lifesaver 4 Communication | 100% | 98% | 96% | 91% | 99% | 91% | 96% | 100% | 96% | 85% | 94% | 97% | 95.3% 4.7% AR |
| Lifesaver 5 Coaching | 97% | 100% | 94% | 93% | 98% | 96% | 100% | 96% | 96% | 99% | 100% | 91% | 96.6% 3.4% AR |
| Total SOFA Conducted /Month | 5 | 5 | 4 | 5 | 4 | 6 | 4 | 6 | 9 | 12 | 6 | 12 | 78 |
| Total Audits Month | 625 | 448 | 384 | 373 | 372 | 809 | 440 | 467 | 870 | 632 | 290 | 382 | 6092 |
| Total - AT Risk Behaviors - Month | 9 | 8 | 6 | 14 | 6 | 29 | 10 | 05 | 42 | 17 | 009 | 12 | 167 |
| Overall Totals Month | 98% | 97% | 97% | 95% | 98% | 96% | 98% | 99% | 95% | 97% | 97% | 97% | 97.0% |
| Total At Risk % - Month | 2% | 3% | 3% | 5% | 2% | 4% | 2% | 1% | 5% | 3% | 3% | 3% | 3.0% |
| | | | | | | | | | | | | | |
| 2006 | O R C A A U D I T S | | | | | | | | | | | | |
| | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sept | Oct | Nov | Dec | Totals YEAR |
| ORCA Conducted | 0 | 0 | 2 | 0 | 1 | 1 | 2 | 1 | 0 | 2 | 0 | 2 | 11 |
| Total Audits | 0 | 0 | 87 | 0 | 107 | 20 | 84 | 40 | 0 | 36 | 0 | 127 | 501 |
| Total AT Risk Behaviors | 0 | 0 | 10 | 0 | 2 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 14 |
| Overall Totals | 0 | 0 | 88.5% | 0 | 98% | 100% | 98% | 100% | 0 | 100% | 0 | 100% | 97% |
| At Risk % | 0 | 0 | 11.5% | 0 | 2% | 0% | 2% | 0% | 0 | 0% | 0 | 100% | 3.0% |



Item 3B – RCLS SOFA Audit Addendum – Toronto Committee Local Pilot Project for 2007

For 2007, Toronto Yard Joint H&S Committee will commence use of an RCLS SOFA AUDIT addendum an effort to capture and document RCLS operations since most of the yard operations at Toronto Yard are RCLS.

Sample Draft RCLS SOFA Audit Addendum and Draft Scorecard are appended below:

RCLS At "SAFE" SOFA Audit – Addendum

| Date: | Location: | Service Area: | | |
|---|--------------------------|----------------------|----------------|--------------|
| Time: | Committee Member: | | | |
| SECURE EQUIPMENT BEFORE ACTION IS TAKEN | | SAFE | AT RISK | TOTAL |
| (SOFA LIFESAVER #1) | | | | |
| a) Three point protection applied (Single Beltpack/OCU Equipped) | | | | |
| b) Three point protection applied and confirmed. (Dual Beltpack/OCU Equipped) | | | | |
| c) Equipment separated by 50 feet (minimum). | | | | |
| d) Equipment properly secured. | | | | |
| e) Equipment not to be moved until all crew members report clear. (Releasing Three point, Acknowledgment/confirmation) | | | | |
| Total | | (a) | (b) | (c) |
| Divide At Risk behavior by the Total (At Risk & Safe) and multiply by 100 = _____ % of at Risk Behaviors | | | | |

| PROTECT EMPLOYEES AGAINST MOVING EQUIPMENT | SAFE | AT RISK | TOTAL |
|---|-------------|----------------|--------------|
| (SOFA LIFESAVER# 2) | | | |
| a) Crews working on the same tracks have an understanding of other crews intended movement. | | | |
| b) Movement at a speed that allows them to stop within half the range of vision, without fouling other tracks. | | | |
| c) Specific car lengths communicated (when required) | | | |
| d) Equipment movement protected by an employee (if required) | | | |
| e) Test the effectiveness of the hand brake application. | | | |
| f) Employee utilizes derails, replaces keepers, ensures proper entraining/detraining, and when necessary lines switch away. | | | |
| Total | (a) | (b) | (c) |
| Divide At Risk behavior by the Total (At Risk & Safe) and multiply by 100 = _____ % of at Risk Behaviors | | | |



Item 3B – RCLS SOFA Audit Addendum – Toronto Committee Local Pilot Project for 2007(CONT)

| DISCUSS SAFETY AT THE BEGINNING OF A JOB AND WHEN A JOB CHANGES | SAFE | AT RISK | TOTAL |
|---|-------------|----------------|--------------|
| (SOFA LIFESAVER #3) | | | |
| a) Job Briefing held at the beginning of shift with immediate Supervisor. | | | |
| b) Proper crew job briefing procedures are followed ensuring that all crew members have proper PPE. | | | |
| c) Crew members to review experience of coworker (if applicable) and mentor if required | | | |
| d) Crew members are to ensure all applicable RCLS Safety features are functionally properly. | | | |
| e) Additional job briefings are conducted when warranted, and all necessary information is passed on to the next crew member. | | | |
| Total | (a) | (b) | (c) |
| Divide At Risk behavior by the Total (At Risk & Safe) and multiply by 100 = _____% of at Risk Behaviors | | | |

| COMMUNICATE BEFORE ACTION IS TAKEN (RADIO & HAND SIGNALS) | SAFE | AT RISK | TOTAL |
|--|-------------|----------------|--------------|
| (SOFA LIFESAVER #4) | | | |
| a) Proper Radio Procedure is followed utilizing Engine Number | | | |
| b) Proper Radio Communication between Crew Members and crews | | | |
| c) Crew Members do not use a combination of Radio and Hand Signals. | | | |
| d) When applicable Crew Members communicate the position of Derails , Hand Operated Switches on their applicable Radio Channel | | | |
| e) Acknowledgment/confirmation of derail/switch positions/movement, car lengths/direction etc | | | |
| TOTAL | (a) | (b) | (c) |
| Divide At Risk behavior by the Total (At Risk & Safe) and multiply by 100 = _____% of at Risk Behaviors | | | |



Item 3B – RCLS SOFA Audit Addendum – Toronto Committee Local Pilot Project for 2007 (CONT)

| Overall Calculations | Totals |
|---|--------|
| A) Total Observations- Add all (c)'s | |
| B) Total At-Risk Behaviors- Add all (b)'s | |
| C) Total Safe Behavior- Add all (a)'s | |
| | |
| Percent At-Risk Behaviors Divide line (B) by (A) multiply by 100 equals (D) | |

**Item 3B – RCLS SOFA Audit Addendum – Toronto Committee Local Pilot Project for 2007
Tracking Document (DRAFT) for RCLS At Risk SOFA Audits:**

Introduction:

The purposes of this tracking sheet are for easy cross reference to identify on the areas of concern that the Toronto Yard Health and Safety Committee may have to address the unique problems in regards to RCLS Operations. Since this is a Pilot Project these stats must be kept separate from the Normal At Risk Audits SOFA. This template is strictly for the use of keeping statistics on a month to month basis for these audits.

RCLS At Risk SOFA Audit Addendum – Tracking Document (DRAFT)

| Item | Jan. | | Feb. | | Mar. | | Apr. | | May | | June | | July | | Aug. | | Sept. | | Oct. | | Nov. | | Dec. | | Totals | | | |
|--------|------|---|------|---|------|---|------|---|-----|---|------|---|------|---|------|---|-------|---|------|---|------|---|------|---|--------|---|---|---|
| | S | R | S | R | S | R | S | R | S | R | S | S | S | R | R | R | S | R | S | R | S | R | S | R | S | R | S | R |
| 1a | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1b | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1c | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1d | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1e | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2a | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2b | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2c | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2d | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2e | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2f | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3a | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3b | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3c | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3d | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3e | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4a | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4b | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4c | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4d | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Totals | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| % | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

Chart Legend:

Numbers on the left correspond with applicable SOFA Lifesaver;(1a-Three point protection applied) etc.

S- Indicates Safe Behavior

R- Indicates At-Risk Behavior



Item 4: FOOTBOARD Meetings – RE: SOFA/ORCA: At RISK Audit Results, Safety Flashes

4A: SOFA/ORCA Audit findings: At-risk procedures (trends) noted for monthly footboard discussions:

| |
|--|
| Jan 2007 – Topics for Footboard Meetings: Including At-risk procedures (trends) identified from Dec 2006 SOFA/ORCA's |
| Review Personal Injuries/Train Accidents – Dec. 2006 To date |
| <u>AT RISK Trends:</u> |
| SOFA Life 1 – 50 foot rule |
| SOFA Life 3 (A & B) Proper Job Briefing at beginning of shift and proper procedure |
| SOFA Life 4 (B) Crew does not use a combination of Radio and Hand signals |
| SOFA Life 4 (C) Proper Radio Procedures – CROR 121 |
| SOFA Life 5 (C) Entraining and detraining |
| SOFA Life 5 (E) Confirming switch alignment |
| <u>RCLS AT Risk</u> |
| LIFE 2 a) Crews working on the same tracks have an understanding of other crews intended movement. |
| LIFE 2 d) Equipment movement protected by an employee (if required) |
| LIFE 3 e) Additional job briefings are conducted when warranted, and all necessary information is passed on to the next crew member. |
| LIFE 4 a) Proper Radio Procedure is followed utilizing Engine Number |
| LIFE 4 b) Proper Radio Communication between Crew Members and crews |
| <u>Other – Safety Hazard success rate for 2006.</u> |

4B: Safety Flashes/Info-grams (since last meeting): for discussion at next Footboard meetings:

- Dec 2006 Sam's Message
- Situational Awareness info-gram
- Winter Switch Cleaning – Winter conditions
- 2007 Health & Safety Plan

NOTE: Footboard meetings commence 0630 Thursday Jan 11th to 0630 Saturday Jan 13th.2007



YEAR(s) SUMMARY

Outstanding Safety Hazards from Dec 2005: (RESOLVED)

Dec 06, 2005: #0320: Lighting Hazard – Yard lights burnt out: >> RESOLVED 02/09/2006
 Dec 23, 2005: #0311: FT12/FT13 fouling point circuit: Referred/Outstanding: Bulletin S-025 issued Jan 23/06: >> RESOLVED 01/23/2006
 Dec 31, 2005: #0326: Wind sock on roof of GYO building needs to be replaced: Completed. >> RESOLVED 01/21/2006

Safety Hazards 2006: (STATUS)

Jan 02, 2006: #0327: IGI WAX: Ground along North side has pits in cement filling up with water & freezing. >> RESOLVED 01/16/2006
 Jan 15, 2006: #0328: CP 8203 - Cab Fumes: >> RESOLVED 02/09/2006
 Jan 28, 2006: #0000: SOO 6046 - Cab Condition: >> RESOLVED 02/09/2006
 Feb. 14, 2006: #Z329: Eng 8211 – Electrical and exhaust fumes in cab – When under load: >> RESOLVED 02/27/2006
 Feb. 24, 2006: #0299: FT11 – Communication Issue between TYC and Hump tower staff >> RESOLVED 02/24/2006
 Feb. 24, 2006: #0313: Rail lying between L1 and Havelock, between L1 switch & Strataflo. Tripping Hazard >> RESOLVED 09/28/2006
 Feb. 24, 2006: #0314: Rail lying along North side of Havelock between L1 switch and Strataflo switch. >> RESOLVED 09/28/2006
 Feb. 24, 2006: #0315: Rail lying along South side of Bell Sub West of Brimley Rd. >> RESOLVED 09/28/2006
 Feb. 24, 2006: #0316: Rail lying on South side of Bell Sub West of McCowan Signals. >> RESOLVED 09/28/2006
 Feb. 24, 2006: #0324: Rail lying on North side of Bell Sub East of McCowan signals. >> RESOLVED 09/28/2006
 Feb. 24, 2006: #0325: Old rail lying North of North rail at Strataflo at first curve inside siding. >> RESOLVED 09/28/2006
 Feb. 24, 2006: #0332: Old rail lying along North side / West of signals / East of Kennedy Rd. >> RESOLVED 09/28/2006
 Mar. 04, 2006: #0312: Hump Display Board as "P"- Single cuts, Conflicts with YCS instruction cuts. (Software) >> RESOLVED 03/05/2006
 Mar. 09, 2006:#Z001: A) Gate Fiber Leads to fix, gate sagging, hard to open/close – try to lift gates over rail >> RESOLVED 05/05/2006
 B) Rail on ground LHF, and on fiber lead, >> RESOLVED 09/28/2006
 C) Stop signs for road between: S. Fiber lead and N. Fiber too far from rails.
 Vehicular traffic not stopping: LHF will advise driving firms. >> RESOLVED 03/22/2006
 D) CT51/CT52: and CT41/CT42 Switch needs target/reflector replaced. >> RESOLVED 03/17/2006
 E) Switch A-Yd lead – East end, Very hard to throw – needs oil or adjustment. >> RESOLVED 03/05/2006
 Mar 09, 2006: #5482: Cab Condition SOO 6014 >> Returned to ST. Paul March 23 for repairs as per hazard >> RESOLVED 03/23/2006
 Mar 13, 2006: #0339: Cab Condition SOO 6005 >> Returned to ST. Paul March 20 for repairs as per hazard >> RESOLVED 03/20/2006
 Mar 19, 2006: #0104: Debris around washout switches area RW01E and RW02E – Tripping Hazard: >> RESOLVED 03/23/2006
 Apr. 06, 2006: #0149: Bus Shelter at Loop: Broken Glass and garbage >> RESOLVED 04/10/2006
 Apr. 19, 2006: #149B: Lily Cup (SOLO) Lead – clogged Mud Rails and track gauge at crossing >> RESOLVED 04/21/2006
 Apr. 21, 2006: #0150: Uneven Ballast w/e Class Group 7 - Leveled Tue July 25 >> RESOLVED 07/25/2006
 Apr. 22, 2006: #0151: Seats conditions Engine CP9012: At WPG Shop May 31. >> RESOLVED 06/06/2006
 Apr. 23, 2006: #151B: Hump Set 1152 axle faults and throttle surging >> RESOLVED 04/27/2006
 May 01, 2006: #0152: Humping in cuts: loaded multis as singles - causing crossed drawbars etc: No Change >> RESOLVED 05/19/2006
 May 04, 2006: #106B: Rail on ROW Whitby – E/S to Pickup – Very bad area for vandalism >> RESOLVED 05/10/2006
 May 06, 2006: #0107: Emergency lighting stairwell GYO not working – (Power outage May 06) >> RESOLVED 06/06/2006
 May 17, 2006: #0153: Hump Lunch Room chairs broken/Dangerous – Requires replacement >> RESOLVED 05/17/2006
 May 21, 2006: #108B: Royal Taxi: Cab #631- Seat belts don't work > Forwarded to MTL CMC for handling >> RESOLVED 05/25/2006
 May 25, 2006: #0161: Condition Eng SOO 6043 - Conductor Seat Condition, Handsets etc ST.PAUL SHOP >> RESOLVED 06/22/2006
 May 29, 2006: #0158: Brakes in Hump Set 1156 – Oil deposits – Chg BRK shoes - Software – Ongoing >> RESOLVED 06/06/2006
 June 07 2006: #0109: Ties close/Foul Lovekin Back track >> TRANSFERRED to SM-FALLS
 June 07 2006: #0110: Roblindale – Light on Pole – Blinding at night >> TRANSFERRED to SM-FALLS
 June 08 2006: #0155: GYO Tower 6th Floor – Poor Conditions but immediate hazards to be fixed by Facilities.
 (>>> Note - advised July 27th, 2006 – tower renovations now scheduled for 2007)
 >>> Followed-up on Nov 07th, 2006 to find out status of misc items. Remainder of Items with "RENO" >> RESOLVED 12/20/2006
 June 12, 2006: #0111: Smell AL01 – Havelock Switch area - No debris or garbage – Found No smell >> RESOLVED 07/13/2006
 June 12, 2006: #0112: SOLO – Box car Siding – Dust and requires clean-up. Inspected July 9/06 + July 27-ok >> RESOLVED 07/27/2006
 June 12, 2006: #0113: IGI WAX – Wax on ground in siding – slippery conditions >> RESOLVED 06/26/2006
 June 12, 2006: #0114: Weeds AL01 – Agincourt Industrial Lead >> RESOLVED 06/14/2006
 June 16, 2006: #192A: Travelodge Hotel – First Aid Kit, Fire Exit issue in basement: Taken up direct with hotel >> RESOLVED 07/27/2006
 June 27, 2006: #0193: Tower Staff (TYC) not responding to Pull down crew inquiries in a timely basis >> RESOLVED 07/27/2006
 July 03, 2006: #160A: MISC Light Bulbs Burnt out in Yard: Scheduled fall check & will replace as necessary >> RESOLVED 07/17/2006
 July 09, 2006: #0156: Employees MT 2000 radios batteries failing – REPLACED >> RESOLVED 07/10/2006
 July 14, 2006: #0115: Toronto Yard – West End – Heavy Weed Growth – affecting visibility + tripping hazard >> RESOLVED 09/28/2006
 July 17, 2006: #160B: Belleville Sub - Weed growth effecting visibility & sight lines & Tripping Hazard >> TRANSFERRED SM-FALLS - RESOLVED
 July 22, 2006: #0116: 254-22 30MPH speed restriction on Eng 9553 not protected >> RESOLVED 07/23/2006
 July 24, 2006: #0157: Eng 1607 – ENG Seat full of fleas – (RCLS Engine) >> RESOLVED 07/24/2006
 July 22, 2006: #1601: (2nd Safety Hazard) Roblindale – Light on Pole – Blinding at night - See June 07, 2006 >> TRANSFERRED to SM-FALLS
 July 26, 2006: #0192: Weed growth Pull down / Hansens >> RESOLVED 09/20/2006
 Aug 01, 2006: #0208: Brush/weeds sig 153C – blocking bottom aspect >> RESOLVED 08/21/2006
 Aug 04, 2006: #0225: Taxi Exception Minute Cab – Sent to Transportation Department / Halcon for handling >> RESOLVED 08/21/2006
 Aug 08, 2006: #225B: Large piece of cement beside North Mainline at Propane :tripping hazard/removed >> RESOLVED 09/20/2006



Safety Hazards 2006: (STATUS) – Continued:

- Aug 18, 2006: #0180: Hornets/bee nest pull down trailer – Sprayed Aug 19/06, No more activity >> RESOLVED 08/21/2006
- Aug 18, 2006: #0181: IPSCO – Metal banding hanging out of bin- very sharp >> RESOLVED 08/21/2006
- Sept 22, 2006: #0213: GYO – Lights not working – Hump Washroom, GYO Tunnel, GYO Stairway >> RESOLVED 10/21/2006
- Sept 22, 2006: #1637: Employee’s Kenwood radio - TK280 – Transmission/receptions problems >> RESOLVED 12/21/2006
>>> Employee was notified to turn in radio for software upgrade

- Sept 24, 2006: #0214: Rail Lying on north side of north main line – Tripping Hazard – STILL OUTSTANDING >> REFERRED 09/30/2006

- Sept 29, 2006:#0222: Class yard – Contractors 8-10 Propane/Oxygen tanks – Tanks not properly secured >> RESOLVED 10/31/2006
- Oct 17, 2006: #1638: Weeds on ROW: Wentworth CROSSING approaching NSS Kinnear (D. Elen) >> RESOLVED 11/20/2006
- Oct 20, 2006: #0215: Hump Shack – Mirror for eye wash station: Soap dispenser, Heater to replace >> RESOLVED 11/01/2006
- Oct 20, 2006: #1639: Fumes CP8238: Inspected > Clean Vee #4 Exhaust manifold, Replace nose air filter >> RESOLVED 10/25/2006
- Oct 20, 2006: #1640: Fumes CP8243: Inspected > Nil Found – Tested ok. >> RESOLVED 10/25/2006
- Oct 25, 2006: #1639: Fumes Reported on CP4652 >> RESOLVED 11/02/2006
- Oct 26, 2006: #0216: CT01 Escape switch extremely hard to normal for L1. (Fixed!) >> RESOLVED 10/27/2006
- Oct 27, 2006: #0177: F-yard FLO4 group switch hard to throw when lining towards shop lead >> RESOLVED 10/27/2006
- Nov.01, 2006:#1642: Fumes CP8242 – Crew fumed Oshawa to Toronto. >> RESOLVED 11/15/2006
- Nov.02, 2006:#1643: Fumes CP8238 – SECOND OCCURRENCE – Crew fumed Toronto to Oshawa. >> RESOLVED 11/03/2006
- Nov.02, 2006:#1644: Fumes CP8237 – Crew fumed Oshawa to Toronto. >> RESOLVED 11/24/2006
- Nov.06, 2006:#0183: No heat Pull Down tower - Referred to Facilities East >> RESOLVED 11/09/2006
- Nov 07. 2006:#X123: Washroom Mactier Station >> TRANSFERRED TO MACTIER
- Nov 09, 2996:#0223: Halcon Driver Standards >> TRANSFERRED TO CMC-MTL
- Nov 09, 2006:#0226: RTC notification to trains of ahead conditions creating unnecessary situations >> TRANSFERRED TO MTL-O/C
- Nov 09, 2006:#0224: CT10 – Track listing to north – E/S advised and track locked Out – Hazard Protected >> RESOLVED 11/09/2006
- Nov.15, 2006:#1115: Smoking PD Engines >> RESOLVED 11/24/2006
- Nov.16, 2006:#0219: Condition Eng 5657 >> RESOLVED 11/24/2006
- Nov.15, 2006:#1645: Taxi Condition – ABC Taxi – No heat in cab >> RESOLVED 11/23/2006
- Nov.24, 2006:#1646: Pull down Tower Washroom – toilet not bolted to floor, urinal not flushing >> RESOLVED 12/04/2006
- Nov 26, 2006: Taxi Exception – Checker Cab Driver – From London >> TRANSFERRED TO CMC-MTL >> RESOLVED 11/28/2006
- Dec 07, 2006:X1609: Fumes inside and outside Eng 1609 – Eng smoking excessive – fumes overwhelming >> RESOLVED 01/05/2007
- Dec 08, 2006:Y1609: Fumes inside and outside Eng 1609 – Eng smoking excessive – fumes overwhelming >> RESOLVED 01/05/2007
- Dec 14, 2006:Z1609: Fumes inside and outside Eng 1609 – Eng smoking excessive – fumes overwhelming >> RESOLVED 01/05/2007
- Dec 08, 2006:#0220: Bolton – 5MPH speed restriction on siding >> TRANSFERRED TO MACTIER >> RESOLVED 12/13/2006
- Dec 14, 2006:#0221: GYO monitoring indoor temperature of GYO – Not a Safety Hazard >> NON-Safety Hazard - Removed
- Dec 29, 2006:#0294: Lockout procedures to protect movements/employees in class yard >> RESOLVED 12/29/2006

NEW Safety Hazards Reports Received Jan 2007:

- Jan 03, 2007: #1652: Fumes in Cab Eng 8214 – T04-03 between Toronto Yard and Oshawa >> REFERRED 01/05/2007
- Jan 05, 2007: #1653: Escalation Request Re: Outstanding tripping hazard #0214 of Sept 24th, 2006 (Rail) >> REFERRED 01/05/2007



Item 8: Old Business/Discussions: Status of Items: Completed Items, Reports, Ongoing Items:

Item 8: Completed Items

- From April 2006: Evacuation/Sirens Tests in Yard: (S&C- FOPS)
Toronto H&S Committee asked to follow progress on Evacuation/Siren Testing as details become known:
CAP - T. Dufoe S&C: Mid July for S&C to be ready for testing the sirens in the yard.
Follow-up email sent to T. Dufoe on July 27, 2006.
Aug 2006 UPDATE:
Site 1 - Aug 3 will be restored to full service
Site 2 – Down 1 Amp but fully operational
Site 3 – Fully Operational
Site 4 – Operational – (Slight audio glitch) – Will be removed from service for approx 2 weeks
(After Site 1 restored)
Will plan for full operational/system test Sept 2006.
Will review evacuation plan through footboards and different audio sirens.
Test on Site 4 was preformed Sept 27.
After more modifications, another test of sirens will be performed. (TBD)
Nov 7, 2006: No update received from radio shop.
Dec 5, 2006: No update received from radio shop.
Dec 14, 2006 Update: (K. R. Peters):
All sites are fully operational EXCEPT site #4, we are still awaiting the repaired components from the manufacturer, hopefully will be here soon, we hope this will be in service in early January 2007. This site being down however should not have any adverse effect on your Evacuation planning etc, there is no doubt that the 3 working sites will be heard though out the yard.
Jan 2007:
Maintainer of Siren system has already established – It is S&C/Radio Shop responsibility and will be maintained and monitored by S&C. Item will be carried in Toronto Yard Evac. plan:
Established responsibility of Evac. Plan/Emergency Response plan has been designated to SYM Toronto Yard
Item needs no further involvement from the H&S Committee perspective. COMPLETED

- From Aug 2006 Meeting: Define procedure for cars with commodity leaking/spillage: DC or otherwise. (N. Richards/D. Humphrey)
CAP: Investigate/define clear procedures for handling > OCT 30, 2006
N. Richards – to contact M. Wilken as to ready made poster flow chart/poster. Clarification of procedure
And in conjunction with update of Emergency Evacuation plan. M. Wilken contacted,
NEW CAP: G. Smith has advised that he will forward documentation from Calgary charts and tie in with EVAC Plan for Toronto Yard. CAP - Investigate/define clear procedures/Emergency Plan update by DEC.31, 2006
Jan 2007:
Item will be carried in Toronto Yard Evac. plan:
Established responsibility of Evac. Plan/Emergency Response plan has been designated at SYM Toronto Yard.
Item needs no further involvement from the H&S Committee perspective. COMPLETED

- From Oct 2006 Meeting: (C. Smith)
Reviewed new proposed draft-1 of SOFA audit form for RCLS audits: (As addendum to regular SOFA Audit.
Some changes presented – C. Smith will make new draft-2 and present for review at next meeting.
Nov 7, 2006: Will present RCLS SOFA audit draft at Safety Framework meeting Nov 14th.
Dec 5, 2006: C. Smith will create 2nd draft by Dec 15th for local implementation Jan 2007
Jan 2007: Drafts done, implementation on schedule COMPLETED

- From Dec 2006 Meeting:
YSE on hump finding defects on cars: and shopping cars for repairs – direct cars to repair tracks
CAP: N. Richards will draft note to staff and M/S by Dec 15, 2006. (Issued Dec 15/06) **DONE COMPLETED**

- From Dec 2006 Meeting:
Hump Set 1159 – Commissioning tests status
CAP: N. Richards to contact F. Marrasso by Dec 15th To establish 1159 status. (Done)
Jan 2007: UPDATE: C. Smith worked with Mr. Marrasso in commissioning tests Dec 13-16
This item responsibility has already been established as M/S responsibility and needs no further involvement from the H&S Committee perspective. COMPLETED



Item 8: Completed Items (CONT)

- From Dec 2006 Meeting:
Toronto H&S targets and initiatives for 2007: Big hits/projects: Discuss with members at Jan 9 2007 meeting **COMPLETED**
- From Dec 2006 Meeting:
Rewarding employees for 2006 improvements/safety performance
CAP: Will progress to MYO, SAM for their suggestions.
Jan 2007: Message was drafted and progressed to SAM, MYO and Safety Advisor on Dec 09, 2006 for their information, advisement and handling. **DISCUSSION COMPLETED**

Item 8: Ongoing Items:

- From Jan 2006 Meeting: Point Protection Hump
Flood point protection hump lead. If signal bungalow malfunction or electrical failures etc what are procedures (K. Lawrence/C. Smith)
K. Lawrence/C. Smith to prepare draft plans for point protection & will present to the Committee.
March 2006 – by default: If no point protection – RCLS rules apply – Issue bulletin (J. Bonham/K. Lawrence)
April 2006: Will review RCLS/GE rules and procedures and draft/issue bulletin:
CAP – J. Bonham/K. Lawrence to have bulletin drafted and issued by June 05
REVISED CAP – J. Bonham/K. Lawrence to have bulletin drafted for issuance by June 30. (ON AV)
REVISED CAP – N. Richards and K. Lawrence to discuss, draft and issue for Sept 30. (AV)
REVISED CAP – N. Richards and K. Lawrence to discuss, draft and issue for Oct. 30. (AV)
REVISED CAP – N. Richards and K. Lawrence to discuss, draft and issue for Dec 31. (C. Smith)
REVISED CAP – C. Smith will draft by Dec 11th for approval and implementation. (D. Humphrey)
Jan 2007: DRAFT 2 Done – A few updates still required
CAP: Proof for Draft-3 for Feb Meeting then draft procedure for training and Implementation. ONGOING
- From Oct 2006 Meeting:
D. Gillam presented samples of cleaner - VIROX-SARS disinfectant cleaner/sanitizer and dispenser for possible use at yard offices – K. Lawrence and C. Smith investigating initiative – Discuss at next meeting. **LOCAL INITIATIVE**
CAP: Investigate supplier of hand sanitizer/dispenser for GYO, Hump, Pull down by Nov 30.
Dec 5, 2006: Paul Gagne supplier at meeting date to demonstrate products:
Dec 5, 2006: D. Humphrey/D. Gillam will determine number of dispensers for GYO/Pull down
CAP: Plan to implement Jan 2007
CAP: N. Richards will contact Mr. P. Gagne for final quote – by Jan 15/07 ONGOING

Item 9: New Business/Discussions: Issues brought forward Jan. 2007:

- From Jan 2007 Meeting:
Terms of reference for 2007 (DRAFT) Reviewed. N Richards will send out electronically. **COMMITTEE DOCUMENTATION**
CAP: Will finalize document for Feb 2007 meeting for signage by members and alternates.
- From Jan 2007 Meeting:
Targeting areas for cleanup in the yard and establishing priority of cleanup. (D. Gillam)
CAP: D. Gillam and K. Lawrence will investigate and prepare draft of areas etc for Feb 2007 meeting. (K. Lawrence)
CAP: M. Waver will contact Len Stone to investigate assistance by "Car cleaners" to help clean up (M. Waver)
*(NOTE: Mr. Lewicki advises that Safety "Walkabout" Will be held May 14th) **ONGOING**
- From Jan 2007 Meeting:
H&S Committee investigate procedure of drawbar alignment since there is no established procedure (P. Debono)
Investigate use of Knuckle alignment strap. (K. Lawrence)
CAP: H&S committee will investigate procedures and prepare draft for Feb 2007 Meeting **ONGOING**



Canadian
Pacific
Railway
Ingenuity

SOUTHERN ONTARIO SERVICE AREA

NOTICE NO.230
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Item 10: Update HRDC/TC Annual Report:

Yearly update of report for TC due on March 1/2007 for Year 2006.

Committee to review & update HRDC document at end of each monthly meeting. DONE - nbr

Next meeting at 1000, TUESDAY Feb 06th, 2007 GYO Bldg, Conference Room, Toronto Yard

Signed:

Norm Richards, Chairperson

D. Humphrey Chairperson

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George Smith
Service Area Manager
Southern Ontario Service Area