

SOP023-Provision of Welfare Facilities for Operational Works:

Purpose

The purpose of this procedure is to provide a structure by which welfare facilities will be assessed as to their suitability when undertaking works as a single contractor on assets that are outside of Network Rails control. When working as a single Contractor or as a Contractor to a Principal Contractor for Network Rail, the provision of welfare facilities will be in line with NR/L2/OHS/CP0036

Scope

Inclusive of all operational works, suitable welfare facilities shall be provided and suitably maintained throughout the duration of the works and be available to all. Facilities shall include but may not be limited to:

- WCs
- Washing facilities
- Rest area
- Drying area

Assessing Requirements

As part of the planning for the works, the following factors will need to be established to determine the type of welfare facilities that are required.

- Duration of the works
- Numbers of personnel required each shift to deliver the works
- Location of the works and proximity to welfare facilities
- Type of worksite Non Transient & Transient

Non Transient - is a term used to describe a site of work that has a fixed location and access to facilities are housed within a building on site, whether that be fixed or temporary construction.

Transient - is a term used to describe a site of work that is transient in nature and therefore facilities will be via a mobile facilities (welfare van) or local amenities.

Job Number	Location	Anticipated maximum number of employees on site	Duration of works	Start Date	Finish Date	Select type of facilities being provide				
168955	LOCATION	2	3	11/11/2025	11/11/2025	☒ NON-TRANSIENT	☐ TRANSIENT			
Table 1 - mixed gender (male & female) use or female only use			Table 2 - single gender (male) staff				Are there separate toilet and washbasin facilities for the disabled			
NUMBER OF PEOPLE AT WORK	NUMBER OF TOILETS (CUBICLES)	NUMBER OF WASHBASINS	NUMBER OF PEOPLE AT WORK	NUMBER OF TOILETS (CUBICLES)	NUMBER OF URINALS	NUMBER OF WASHBASINS				
☐ 1-5	☐ 1-5	☐ 1-5	☒ 1-15	☐ 1	☐ 1	☐ 1			☒ YES	☐ NO
☒ 6-25	☒ 2	☒ 2	☐ 16-30	☒ 2	☐ 1	☒ 2			5	IF YES WRITE IN NUMBER
☐ 26-50	☐ 3	☐ 3	☐ 31-45	☐ 2	☒ 2	☐ 2				
HOW IS DRINKING WATER PROVIDED	☒ MAINS WATER	☐ BOTTLED WATER	FACILITIES FOR MAKING HOT DRINKS & HEATING OF FOOD	☒ YES	☐ NO	ARE SEPARATE CHANGING FACILITIES AVAILABLE FOR EACH GENDER	☒ YES	☐ NO		

IS THERE AN AREA WHERE BREAKS CAN BE TAKEN AWAY FROM THE WORK AREA TO EAT MEALS	☒ YES	☐ NO	CAN TEMPERATURE OF FACILITIES BE CONTROLLED	☒ YES	☐ NO	ARE LOCKERS AND DRYING FACILITIES AVAILABLE	☒ YES	☐ NO
PROVIDE EXPLANATION IF NO IS ANSWERED TO THE YES & NO QUESTIONS. THIS IS A TEST EXPLANATION								
GENERAL COMMENTS. COMMENTS								