

**TRANSPORTATION / FIELD OPERATIONS HEALTH &  
SAFETY POLICY COMMITTEE MEETING  
October 19/20, 2005**

**MEETING MINUTES-RECAP**



**CANADIAN  
PACIFIC  
RAILWAY**

TRANSPORTATION / FIELD OPERATIONS HEALTH & SAFETY POLICY COMMITTEE  
MEETING  
October 19, 20, 2005

MEETING MINUTES-RECAP  
Meeting Held in Calgary, Alberta  
Gulf Canada Square

**Attending Members**

Dave Able  
Doug Finnsen  
Tim Beaver  
Brock Winter  
George Hucker  
Daniel Genereux  
Sergio Sabatini  
Doug McFarlane  
Guido Deciccio  
Steve Bromley  
Scott MacDonald  
Brad Murphy

**Attending Guests**

Robert Smith  
Jason Copping  
Raymond Labrie  
Mike Franczak

**Absent Members**

**Meeting Commenced at: 0900 October 19, 2005**

**Chairperson:** Brad Murphy/George Hucker

**Agenda Item #1:** Review Old Business  
**Agenda Item #2:** Safety Stats Review 2005

Sergio Sabatini  
Brad Murphy

Highlights of Discussion:

Non-FRA (Sideswipes, run-thru switches) Train Accidents are a concern. Verbal Communication appears to be a trend in a number of these accidents. TCRC would like to see the numbers parsed in a similar fashion as the CN.

Updated 2005 Safety Statistics:

- Better FRA PI performance then last year, tracking with best in Class 1's.
- CRV performance same as 2004.
- Non FRA Train Accidents tracking down in most service areas.
- FRA Train Accidents up from last year.

**Agenda Item #3** 1) **Fatigue Management (FM) Submission to Transport Canada**

Robert Smith

Highlights of Discussion:

FM will become a standing agenda item on the Policy Committee.

Submission of FM to Transport Canada, Review of CPR/TCRC FM Plan.

New Work Rest Rules dated June 29, New Fatigue Mgt Plan must be filed by November 1/05.

Highlights/Changes of New CPR/TCRC Plan

- BLE/UTU removed, TCRC added
- Circular 14 has been replaced by RAC Work/Rest Rules Interpretation Document
- Page 7 last paragraph added, Page 8, 2 paragraphs added.

FM Plan reviewed. Changes required, and will be forwarded to Brad Murphy and George Hucker.

## 2) CPR – FAID Fatigue Risk Management Initiative.

### Highlights of Discussion:

FAID – Fatigue, Assessment Inter-Dynes. InterDynamics are based in Australia. Based on 3 Controls:

- 1) **Tertiary Protection:** Achieved through competency based contingency and emergency plans to protect against unplanned situations where individuals experience high levels of fatigue.
- 2) **Secondary Protection:** Achieved by the development of competencies in managing fatigue risk at an operator and management level together with monitoring compliance with legislated and corporate fatigue safety standards.
- 3) **Primary Protection:** Achieved by developing safe work procedures and schedules (rosters), workforce capacity settings, policies and procedures which significantly reduce personal and organizational fatigue risk.

Where is CPR with this initiative?

In process of working through module 1 – Diagnostic

- We have provided InterDynamics with 1 year's data (April 01, 2004, to April 01, 2005) for all RTE's in Canada
- InterDynamics has begun to provide us with initial Diagnostic analysis.

Policy Committee has concerns on the approach. Robert Smith to report back.

### **Enderlin, North Dakota FM Pilot**

### Highlights of Discussion:

Note – US Hours of Service Rules Apply.

### Problem to be solved:

Strike balance between work/rest by designing a framework for assigning rest days within a pool

Reduce absenteeism issues created by the “unknown” work rest cycle in Enderlin pools.

Basis of this balanced defined cycle is (8) consecutive days during which an employee is available or performs work (the work cycle) followed by (3) consecutive rest days (rest cycle)

### Controls Implemented:

Working with CMC and both BLE/UTU an operating agreement was drafted and implemented. This agreement modifies some existing agreement and practices, but all other schedule rule agreements and/or other rights remain in effect. Controls implemented were:

- An employee is available for an 8 day work cycle
- An employee is off for a 3 day rest cycle
- An employee may elect to work thru their rest cycle
- An employee may not exercise seniority within the pool
- An employee can observe personal leave day(s) or a single vacation day(s), if applicable during the rest cycle.
- Employees exercising displacement right onto an

assignment in the pool must displace the junior employee and will assume the work/rest cycle of the employee or position to which they displace.

- All positions within the pool were on a bid selection
- If an employee lays off during the work cycle they must be off during their rest cycle.
- Employees who elect to work through their rest cycle may no lay off for miles at the end of the month.
- Local Chairman regulate the pool size

TCRC/CPR Discussion - GM and General Chairmen to discuss a similar application in Canada at terminals. TCRC and CPR will choose individuals to develop system guidelines that will help formulate local FM initiatives.

**Agenda Item #4**

**Fatality Presentation – Update – Chris Lewis Fatality October 27/2004 – Fatally injured while entraining a moving locomotive at the Toyota Facility in Cambridge, Ontario.**

Guido Deciccio

Presented to the Safety Lead Team  
Health and Safety Committee – London has followed up on action items.  
H&S Committees across Canada can access the presentation package from their Management Team and/or Safety Advisor

**Fatality Presentation – Update – David Rutherford Fatality February 06/2004 – Fatally injured while attempting to lift and operating lever while kicking cars at Fort Saskatchewan, Alberta.**

Steve Bromley

Presented to the Safety Lead Team  
Health and Safety Committee – Edmonton has followed up on action items.  
H&S Committees across Canada can access the presentation package from their Management Team and/or Safety Advisor

**Agenda Item #5**

**2006 T-FOPS Management Safety Plan**

- Presented to the Policy Committee

**2006 Safety Framework Focus Document – Escalation Process**

- Finalized and will be sent to all FOPS Safety and Health Committee Members in Canada for their focus and review in Framework Sessions.

**Agenda Item #6**      **New CPR Safety Video Review – “Wrong Turn”**  
Policy Committee Reviewed

To be viewed by all T-FOPS employees at the January Mandatory Safety Meetings.

**Agenda Item #7**      **RQ – 2006 - Program Goals**

- Re-Certification
- Documentation
- Get Questions Answered
- Share Best Practices

Technical Training  
Paul Wadja, Dean  
Caplin, Raymond  
Labrie

TCRC will review the content. Review must be conducted in the next couple of weeks. Any changes must be sent to Jason Copping by Nov 4.

**Agenda Item #8**      AET Review (USA) – TCRC and Senior CPR management will review the content and report back by next Policy Committee.  
**NMC Effectiveness Update**  
**Line-Ups**  
**NMC Score Card**

Mike Franzcak

**Agenda Item #9**      Policy Committee will be reviewing these 3 initiatives quarterly. Presentation Material will be provided to all service areas during the 4-hour January Safety/Business Meetings.  
**Review of Old and New Business**  
**See Minutes below.**

Policy Committee

NOTE: All Items Numbers: (Month/Item #/Year)

OLD Business – May 27, 2004			
Item	Who	Description	Status
030504	Sergio Sabatini/Brad Murphy	<p>Level 1-Level 2 Health and Safety Training – FOPS Committee Members</p> <p>Would like to develop a draft of a new Workplace H&amp;S Committee Training Package.</p> <p><b>Sept 28<sup>th</sup>/04:</b> S.Sabatini to present contents of training package to Policy Committee Members on Nov 30/04</p> <p>Nov 30/04: S.Sabatini presented material to Policy Committee. Development of package to commence in 2005 for FOPS employees.</p> <p><b>Mar 23/05:</b> Ongoing – Framework being developed.</p> <p><b>Oct 19/05:</b> Framework presented. New Committee Training package will be complete by end of December. Modules include:</p> <p>Module 1: Occupational Health and Safety Legislation            Module 2: Health and Safety Workplace Committee Roles and Responsibilities            Module 3: Employee Coaching            Module 4: Safety Rules and Work Procedures            Module 5: Switching Operations Fatality Analysis (SOFA)            Module 6: On Road Communications Awareness (ORCA)            Module 7: Customer Safety            Module 8: Safety Planning</p> <p>TCRC to provide a member to review the Modules as they are completed. Pilot to run in January 2006.</p>	Ongoing

Ongoing Business – Sept 28, 2004			
Item	Who	Description	Status
09/02/04	Sergio Sabatini	<p>Coaching For Safety – 2005</p> <p>Response: Coaching for Safety – 2005 will commence in January 2005. The program will focus on:</p> <ol style="list-style-type: none"> <li>1) New employees (less 2 years experience)</li> <li>2) At Risk Employees (identified by the CPR Safety Performance Recognition Program)</li> <li>3) Employees working in yard service</li> </ol> <p>More details to follow at the Nov 30 Policy Committee Meeting.</p> <p>Nov 30/04: Coaching for Safety will be rolled out in Quarter 1 in 2005. Focus will be on new employees with less than 2 years experience.</p> <p><b>Mar 23/05:</b> Using resources currently available in the training department we are going to commence Coaching for Safety. Focus will be on:</p> <ol style="list-style-type: none"> <li>1. New employees (less 2 years experience)</li> <li>2. At Risk Employees (identified by the CPR Safety Performance Recognition Program)</li> <li>3. Employees working in yard service</li> </ol> <p>TCRC concerned about the focus on At-Risk Employees.</p> <p><b>Oct 19/05:</b> 50 employees have been coached system wide. Numbers are down due to demands by training department to conduct training of new employees.</p>	Complete

Old Business –Nov 30, 2004			
Item	Who	Description	Status

11/02/04	Sergio Sabatini	<p>- Fatality Review – Cambridge Ontario</p> <p>The Cambridge Ontario FOPS fatality was presented to the Policy Committee. The report is still be written and will be reviewed with the London Workplace Committee, Toyota, and with the Safety Lead Team in Calgary.</p> <p><b>Mar 23/05:</b> Final Report complete. Cause and corrective action report is being tracked. CPR met with Toyota over their concerns about the fatality on their property. Subsequent meeting with Toyota to follow up on corrective action plan.</p>	Ongoing
11/03/04	Rick Wilson	<p>- Entraining/detraining pilot</p> <p>T-FOPS will conduct a pilot on prohibiting entraining/detraining from moving equipment from Jan 1/05 to April 30/05. During this period, workplace committees will be asked to comment on the pilot to determine feasibility of continuance.</p> <p><b>Mar 23/05:</b> A lot of comments have come in from employees. Policy Committee to have discussions in April to make a decision by April 30<sup>th</sup>/2005.</p> <p>Oct 19/05: Question/ Answer Bulletin on Entraining/Detraining will be released prior to Oct 30/2005.</p>	Ongoing
11/06/04	Sergio Sabatini	<p>- Discuss coach/mentor /New Employee vests</p> <p>The committee discussed the feasibility of implementing a new employee vest policy. S.Sabatini will provide a sample at the first Policy Committee in 2005.</p> <p><b>Mar 23/05:</b> Sergio to send policy committee members a sample vest.</p> <p><b>Oct 19/05:</b> Policy Committee decision to mandate use of new high visibility vest for new employees on CPR property. This new vest will be worn for 2 years (from hire to 2 years on the property). Policy Committee will develop a communication package for employees, discussing the new requirements.</p>	Ongoing

New Business –October 19, 20/ 2005			
Item	Who	Description	Status
10/01/05	Dave Able/ Alyth H&S Committee	Letters from Mike Linkletter. Local Committee pursue solutions to these local issues. Local committee to use the Policy Committee escalation process. Policy Committee will monitor progress by next Policy Committee Meeting. Dave Able to follow up with Alyth Workplace Committee.	Ongoing
10/02/05	Doug Finnson	Letter from Moose Jaw. Concern expressed about sick/leave letters sent to employees from management in Moose Jaw in relation to an employee who may have a chronic medical condition.	Ongoing
10/03/05	Tim Beaver	AMT Commuter Issues – No Air Conditioning and poor washroom facilities on board for summer use. Guido Deciccio to follow up.	Ongoing
10/04/05	Tim Beaver	Documents required while on duty – Sudbury Safety and Health Committee - Letter suggests that many employees are being injured while carrying grips. Sergio Sabatini to follow-up with Rules and Regulatory Affairs.	Ongoing
10/05/05	Doug Finnson	Kenwood Radios – Been following up on local issues in Winnipeg, Brandon, Moose Jaw, and Thunder Bay. Doug Finnson and Guido Deciccio to follow up in Thunder Bay.	Ongoing
10/06/05	Doug Finnson	Brandon Committee – Transportation of Food – What are the requirements by the Canadian Labour Code. Doug Finnson to follow up.	Ongoing
10/07/05	Doug Finnson	Brandon Committee – Brandon Station is being replaced. Locker size is a concern. Scott MacDonald to follow up with facilities.	Ongoing

10/08/05	George Hucker	CP – Purchased new locomotives. Cameras are installed on these series locomotives to tape and track 3 <sup>rd</sup> party crossing incidents. Service Area Bulletins being released. These camera's will not be used to audio/videotape crew actions.	Complete
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Electronically Signed by the Chairpersons

Brad Murphy

George Hucker

**FIELD OPERATIONS/TRANSPORTATION MEETING DATES FOR 2005**

<b>Meeting Date</b>	<b>Location</b>	<b>Time</b>
March 22/23	Winnipeg	0900-1600
Cancelled	Cancelled	0900-1600
Oct 19/20	Calgary	0900-1600
Dec 15/16	London	0900-1600