	<p style="text-align: center;">STR – Safety Management System Section 9.2.5 Infrastructure Inspection &amp; Maintenance Buildings - Inspection Regime &amp; Procedures</p>	<p>REF: SMS 9.2.5 ISSUE: 01 DATE: May 2021 PAGE: 1 of 2</p>
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### 9.2.5.1 Inspection Regime & Procedures – Buildings.

**Definition:** All structures on the railway excluding Bridges, Viaducts, Culverts, Restraining Walls, the Permanent Way, & associated boundary & safety fencing.


In addition to regular inspections mandated by Health & Safety or Environmental Legislation requirements all the STR buildings have an annual recorded visual inspection.

The recording will note:

- Safety Critical Defects found during the inspection will be recorded on the Inspection Report giving sufficient detail including location to enable the repair to be carried out.
- Non Safety Critical Defects are to be recorded on the Inspection Report giving sufficient detail including location to enable the repair to be carried out.
- Where no defects are recorded then the Inspection Report will simply record the date etc of the inspection and that no defects have been recorded.

### 9.2.5.2 Use of Specialist Inspection Contractors.

Where either, as a result of the annual inspection, or an issue is identified during normal activity, as requiring a technical inspection and condition assessment, then the STR will employ suitably qualified contractors to undertake a detailed survey which will result in a written report.

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### **9.2.5.3 Buildings Record of Repair.**

Defect repairs completed following a Buildings Inspection will be recorded in the Buildings Maintenance Records and should give a full description of the work carried out including completion date and the volunteers / external contractor involved.

Details of Repairs to defects that are identified during activity and reported to the DOM / Responsible Person by STR staff or volunteers should be recorded in the Buildings Maintenance Records confirming the description of the work carried out including completion date and the volunteers / external contractor involved.

### **9.2.5.4 Documentation.**

Building Inspection Schedule.

Building Inspection Reports.

Building Maintenance Records.

### **9.2.5.5 Review of Buildings Inspection & Maintenance Records.**

A designated member of the STR Board of Trustees will undertake a recorded annual review of the Buildings Inspection Reports & associated repair records to determine that all the scheduled inspections & required repairs have been undertaken.