

Network Safeworking Rules and Procedures

Manual Block Working

Rule Number: 5023



Brookfield
Rail

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Document Control Identification

Document title	Number	Version	Date
5023 – Manual Block Working		1.0	31 March 2016

Document History

Publication version	Effective date	Page(s) affected	Reasons for and extent of change(s)
5023 – Manual Block Working	4 May 2016		

Authorisation



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31 March 2016



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Glossary for this Rule

<i>Active Control Level Crossing</i>	A road or pedestrian level crossing where warning equipment warns road users and pedestrians about approaching rail traffic by devices such as flashing lights or barriers.
<i>Alternative Proceed Authority (APA)</i>	An APA may be used to authorise rail traffic movements when the Proceed Authority normally provided by the system of Safeworking is not available.
<i>Authority</i>	Formal name for a written Authority (e.g. Local Possession Authority, Alternative Proceed Authority).
<i>Axle Counters</i>	Equipment used to detect the presence of rail traffic vehicles by counting the number of axles entering or leaving a location. They may be used to operate signalling or other infrastructure equipment.
<i>Blocking Facility</i>	A facility used by a Network Controller to prevent either the unintended issue of an Occupancy Authority, or the operation of points or signalling equipment.
<i>Centralised Traffic Control (CTC) Territory</i>	The portions of line where the Centralised Traffic Control system of Safeworking is used.
<i>Clear</i>	A proceed indication displayed by a signal. In reference to a track circuit, block, section or signal route, the absence of rail traffic. In reference to track workers being clear of track.
<i>Competent Worker</i>	A worker certified as competent to carry out a relevant task.
<i>Controlled Absolute Signal</i>	A signal that is controlled or operated by a Network Controller. The signal must not be passed at STOP without authority.
<i>Departure Signal</i>	A Controlled Absolute signal controlling the entrance to a Single line section in CTC territory.
<i>Joint Occupancy</i>	Simultaneous occupancy of track within defined limits.
<i>Level Crossing</i>	A location where the railway line and a road or pedestrian walkway cross paths on the same level (at grade).
<i>Manual Block Working</i>	A method of working, which ensures sole occupancy by administratively maintaining the block for rail traffic movements where the control system cannot.
<i>Network</i>	A combination of track and other associated infrastructure controlled by Brookfield Rail.
<i>Network Controller</i>	A Competent Worker who authorises and issues Occupancy Authorities, and works points, signals and other signalling equipment to manage routes for safe and efficient transit of rail traffic in the Network.

<i>Occupancy</i>	Presence of rail traffic or track workers on track.
<i>Permanent Record</i>	A record made in writing or in an electronic system, and kept for reference and audit.
<i>Permissive Working</i>	A method of safeworking in CTC territory where the line between two adjoining Block Stations is divided to permit following rail traffic to enter the same Block Section with safe separation.
<i>Points</i>	A track component consisting of paired pieces of tapered rail (blades) that can be moved and set to allow tracks to diverge or converge.
<i>Rail Traffic</i>	Trains and track vehicle or vehicles travelling on the Network.
<i>Rail Traffic Crew</i>	Competent Workers responsible for the operation of the Motive Power Unit.
<i>Restrain</i>	To prevent movement of rail traffic with signals, signalling equipment, blocking facilities, or the issue of a written warning.
<i>Restraint Authority</i>	The Restraint Authority directs rail traffic not to depart the location irrespective of any available Proceed Authority.
<i>Right Running-Direction</i>	The normal direction of travel on unidirectional lines.
<i>Road Rail Vehicle</i>	A road vehicle fitted with additional rail gear that enables the vehicle to be driven on rail.
<i>Section</i>	The line between the departure end station limit of one location and the arrival end station limit of another location. A section consists of one or more blocks.
<i>Secure</i>	To safeguard against accidental or unauthorised access or movement.
<i>Track-Circuit</i>	An electric circuit where current is carried through the rails and used to detect the presence of trains. Track-circuits are used in the operation and control of points, signalling and level crossing equipment.
<i>Track Work Authority (TWA)</i>	An authority for non-exclusive occupancy of track by track workers and equipment within a defined portion of track for a specified period..
<i>Travel</i>	Planned or purposeful movement from one location to another.

1. Purpose

The purpose of this Rule is to describe how to manually maintain blocks between *Rail Traffic* movements in the *Network* where the *Rail Traffic* may not be reliably detected on *Centralised Traffic Control (CTC) Territory*.

2. General

The *Network Controller* uses *Manual Block Working* to prevent *Rail Traffic* from entering *Occupied* blocks.



WARNING: If *Rail Traffic* that does not reliably operate *Track-Circuits* is to *Travel over Points* that automatically return to a normal setting, and the *Points* are in a position where they can automatically return to normal, the *Points* must be *Secured* for the passage of the *Rail Traffic*.

This Rule does not apply to *Road Rail Vehicle* movements; *Road Rail Vehicle* movements must be in accordance with Rule [3019 Track Vehicles](#).

Manual Block Working is used when:

- it is specified in other *Network* publications;
- *Track-Circuits* or *Axle Counters* may not reliably detect *Rail Traffic*; or
- the *Network Controller* requires *Manual Block Working* to be used.

The *Authority* for entry to a block is a PROCEED signal indication.



NOTE: Where a *Departure Signal* is the entry signal and that *Departure Signal* fails, an *Alternative Proceed Authority (APA)* will be the *Authority* for entry into the *Block*.

Manual Block Working must be used only for *Right Running-Direction* movements.

The limits for *Manual Block Working* must extend from one *Controlled Absolute Signal* to another *Controlled Absolute Signal*.



NOTE: *Permissive Working* is not permitted during *Manual Block Working*.

Signals at STOP must not be passed during *Manual Block Working* unless authorised by the *Network Controller* in accordance with Rule [6013 Passing Fixed Signals at Stop](#).

2.1 Joint Occupancy

When *Manual Block Working* is in effect, *Joint Occupancy* between a *Track Work Authority (TWA)* and an authorised *Rail Traffic* movement is permitted.

3. Assurances

Network Controllers must be assured that:

- the block is clear of rail traffic before authorising manual block working;
- only rail traffic authorised to travel under manual block working will enter the block; and
- the block is clear of rail traffic before resuming normal operations.

4. Authorising and Reporting

The *Network Controller* authorises and implements *Manual Block Working*.

The *Network Controller* must advise other affected *Network Controllers* that *Rail Traffic* will be worked under *Manual Block Working* conditions.

Where required, the *Rail Traffic Crew* or a *Competent Worker* must report to the *Network Controller*:

- entry into the block *Section*; and
- exit from the *Section*.

5. Maintaining Separation

Once *Rail Traffic* enters the block, the *Network Controller* must:

- set the entry-end signal at STOP, with Blocking Facilities applied in accordance with Rule 6003 Blocking Facilities; and
- maintain the blocking facilities until rail traffic has passed complete beyond the nominated location.

6. Restraint of Rail Traffic

Rail Traffic must be prevented from entering a block *Section* in which *Manual Block Working* is in effect by the use of *Blocking Facilities*.

When it is necessary for *Rail Traffic* to be *Restrained* the *Network Controller* may provide written advice on a *Restraint Authority* to *Rail Traffic Crews*.

7. Active Control Level Crossing

If *Rail Traffic* needs to pass over an *Active Control Level Crossing* operated automatically by *Track-Circuits*, but the *Rail Traffic* cannot be relied upon to activate the *Track-Circuits*, *Rail Traffic Crews* must:

- stop short of the *Active Control Level Crossing*, and if possible manually operate the *Active Control Level Crossing*; or
- arrange to stop approaching road and pedestrian traffic.

Rail Traffic may proceed over the *Active Control Level Crossing* only if it is safe to do so.

8. Ending Manual Block Working

The *Network Controller* must be assured that the block *Section* is *Clear* of any *Rail Traffic* before ending *Manual Block Working*.

9. Keeping Records

The *Network Controller* must keep a *Permanent Record* of the details of *Manual Block Working*.

10. References

3019 Track Vehicles

6003 Blocking Facilities

6013 Passing Fixed Signals at STOP

11. Effective date

4 May 2016