

# Network Safeworking Rules and Procedures

## Responsibilities of Network Controllers

Rule Number: 2029

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#### Document History

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# 1. Purpose

The purpose of this rule is to provide instructions detailing the responsibilities of *Network Controllers*.

# 2. General

*Network Controllers* safely manage the transit of *Rail Traffic* through the *Network*.

*Network Controllers* must plan, set priorities for, and manage:

- *Rail Traffic* services;
- *Track Occupancies*
- *Movement Authorities*;
- *Alternative Movement Authorities*;
- liaising with the relevant *Operators Representatives* and *Infrastructure Representatives* and external services during incident management; and
- the restoration of *Rail Traffic* services, safely and promptly.

# 3. Responsibilities

*Network Controllers* must:

- make sure control systems are operated correctly;
- respond to equipment failures and warning alarms promptly;
  - reporting all equipment failures and faults to the relevant *Infrastructure Representative*.
- make sure accurate time is maintained and used;
- maintain accurate and timely information on the *Network Control Diagram* on actual and anticipated *Rail Traffic* movements in accordance with W110-200-006 Procedure for General Responsibilities of a Network Controller, Work on Track Authorities and methods;
- not engage in any activity that distracts their attention from their *Safeworking* duties, or that may distract others in the *Network Control* centre;
- *Authorise* and *Issue Movement Authorities* and *Work on Track Authorities*;
- as necessary, introduce methods of *Special Working*;
- as necessary, provide *Rail Traffic* details to affected *Network Controllers* and other workers; and
- promptly report incidents and breaches of the *Network Safeworking Rules and Procedures* to their Supervisor and affected *Operator's Representatives*.

Where *Authorities* are being *Issued* manually, the *Network Controller* must cross-check the *Authority* with the *Network Control Diagram* and other *Authorities Issued*.

*Network Controllers* must complete the transmission, verification and recording of each *Authority* before commencing any other activity.

## 3.1 Area of Control

Control boundaries define the geographic areas of responsibility for each *Network Controller*.

*Network Controllers* may only authorise or manage *Authorities* or activities within their area of control.

## 4. Network Control Handover

A *Network Controller* must tell the relieving *Network Controller* about any conditions that could affect the operation of the *Network*.

## 5. Interface between Control Boundaries

*Network Controllers* must share up to date information concerning:

- anticipated *Rail Traffic* arrival and departure times;
- the planning of *Rail Traffic* paths;
- *Rail Traffic* identification details; and
- *Crossing* and passing requirements as appropriate.

Before authorising *Rail Traffic* to proceed to a *Location* that is managed by another *Network Controller*, permission from that *Network Controller* must be obtained.

## 6. Overdue Occupation

Where the agreed or expected reporting, clearance or *Section* running times are exceeded by an unreasonable amount, the *Network Controller* must:

- contact the *Competent Worker* in charge of the *Work on Track* activities; or
- contact the *Rail Traffic Crew*.

If this contact cannot be made, the *Network Controller* must advise the *Track Workers* or *Rail Traffic Crews* organisation and alert them to the circumstances.

The requirements of Rule 2009 Reporting and Responding to a Condition Affecting the Network (CAN) must be observed if the *Network Controller* cannot communicate with the *Rail Traffic Crew* of an overdue *Rail Traffic* movement.

If the *Track Workers* or *Rail Traffic Crew's* safety cannot be established, the *Network Controller* must initiate *Emergency* procedures.

## 7. Obstruction of Lines Other Than Disabled Rail Traffic

If an *Obstruction* other than *Disabled Rail Traffic*, such as wash away, landslides etc., is reported, the *Network Controller* responsible for the affected portions of line must act in accordance with Rule 2009 Reporting and Responding to a Condition Affecting the Network (CAN), and:

- instruct *Rail Traffic Crew's* in or approaching the affected *Block* to stop their *Rail Traffic* immediately; and
- apply *Blocking Facilities* in accordance with Rule 6003 Blocking Facilities to prevent entry of further *Rail Traffic* into affected or potentially affected portions of *Track*.

## 8. Keeping Records

*Network Controllers* must keep a *Permanent Record* of relevant conditions and movements in the *Network*.

## 9. References

2009 Reporting and Responding to a Condition Affecting the Network (CAN)

6003 Blocking Facilities

W110-200-006 Procedure for General Responsibilities of a Network Controller

## 10. Effective Date

21 November 2022