

Network Safeworking Rules and Procedures

Overdue Occupancies

Rule Number: 4017



Brookfield
Rail

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Glossary for this Rule

<i>Access Provider</i>	An organisation that provides and manages a Rail Network and safe method of entry to that network for Access Users.
<i>Adjacent</i>	Near to, close to, parallel to.
<i>Authority</i>	Formal name for a written Authority (e.g. Local Possession Authority, Alternative Proceed Authority).
<i>Competent Worker</i>	A worker certified as competent to carry out a relevant task.
<i>Disabled</i>	Unable to travel due to a defect.
<i>Emergency</i>	Incident requiring urgent action. The incident might involve death or serious injury, health or safety effects, significant damage to property or infrastructure.
<i>Location</i>	A place in the Network with a designated name, identification number, or signalling reference.
<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>Protection</i>	The means used to prevent rail traffic from entering a worksite or other portion of track, or to prevent road or pedestrian traffic entering a level crossing.
<i>Protection Officer</i>	The Competent Worker responsible for managing the rail safety component of worksite protection (i.e. compliance with Network Safeworking Rules and procedures).
<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>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</i>	The combination of rails, rail connectors, sleepers, ballast, points and crossings.
<i>Track Workers</i>	Competent rail safety workers whose primary duties are associated with work on or around infrastructure in the Rail Corridor.
<i>Work on Track</i>	The work performed in the Danger Zone.

1. Purpose

The purpose of this Rule is to provide instructions for dealing with overdue *Occupancies* in the *Network*.

2. General

Where the agreed or expected reporting, clearance or *Section* running times are exceeded by 15 minutes, the *Network Controller* must act in accordance with Rule 2027 Responsibilities of Network Controller; and

- 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 crew of an overdue *Rail Traffic* movement.

The crew of overdue *Rail Traffic* must act in accordance with Rule 2027 Responsibilities of Rail Traffic Crews.

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

3. Stopped Rail Traffic

If *Rail Traffic* is delayed due to an unscheduled stop the *Rail Traffic Crew* must immediately advise the *Network Controller*,

- the *Location* of the stopped *Rail Traffic*;
- the reason why the *Rail Traffic* has stopped; and
- the expected duration of the stoppage.

If a *Rail Traffic* stoppage is or will become extended, the *Rail Traffic Crew* must:

- tell the *Network Controller* the reason why the *Rail Traffic* stoppage is extended;
- *Secure* the *Rail Traffic* in accordance with Rule 4003 Rail Traffic Integrity; and
- provide *Protection* for the *Rail Traffic* in accordance with Rule 4001 Protecting Rail Traffic.

4. Inspecting Stopped Rail Traffic



WARNING: Where there is a risk of being struck by *Rail Traffic* on *Adjacent* lines, the *Rail Traffic Crew* must arrange to implement safety measures in accordance with Procedure 9010 Protecting Work from Rail Traffic on Adjacent Lines.



WARNING: *Adjacent* lines may be under the control of different *Network Controllers* or *Access Providers*.

If it is necessary to inspect their *Rail Traffic* the *Rail Traffic Crew* must:

- make sure that they are *Protected* against *Rail Traffic* on *Adjacent* lines in accordance with Procedure 9010 Protecting Work from Rail Traffic on Adjacent Lines; and
- tell the *Network Controller* the result of the inspection.

5. Disabled Rail Traffic

If the *Rail Traffic Crew* reports overdue *Rail Traffic* as *Disabled*, the *Network Controller* must act in accordance with Rule 4009 Disabled Rail Traffic.

6. Overdue Track Occupancy

If a *Work on Track Authority* is overdue, the *Protection Officer* must tell the *Network Controller*:

- the reason why the *Authority* is overdue; and
- the *Location*, if assistance is required.

7. References

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

2027 Responsibilities of Network Controllers

2029 Responsibilities of Rail Traffic Crews

4001 Protecting Rail Traffic

4003 Rail Traffic Integrity

4009 Disabled Rail Traffic

9010 Protecting Work from Rail Traffic on Adjacent Lines

8. Effective Date

4 May 2016