Network Safeworking Rules and Procedures

Single Line Working

Rule Number: 5027

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Document History

Version	Effective Date	Pages updated	Reasons for change
2.01	31 10 2022	All	Review and Glossary Terms

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1. Purpose

The purpose of this rule is to detail the protocols for using *Single Line Working*. This allows *Rail Traffic* to be worked in both directions over a single line where *Uni-Directional* (Double line) operations normally apply.

2. General

Single Line Working may be established over *Uni-Directional* multiple line *Sections*, if one or more lines are not available for normal use.

Single Line Working allows following *Rail Traffic* entries into an *Occupied Single Line Working Section*, but not into the same *Block*.

When *Single Line Working* is planned in advance, it must be *Advertised*.

Single Line Working must be confined to the most suitable *Crossovers* on each side of the unavailable portion of line.

Station Limits signs may be placed to designate the limits of *Single Line Working* if *Points* or a *Crossover*, used for *Single Line Working*, is not *Protected* by a *Running Signal* in the direction of approach.

Where used, a *Station Limits* sign must be placed at least 120 metres before the *Facing* or *Trailing Points* of the *Crossover*.

The *Network Controller* must:

- manage *Rail Traffic* in both directions over the *Single Line Working Section*; and
- apply *Blocking Facilities*, in accordance with Rule 6003 Blocking Facilities, to prevent the entry of unauthorised *Rail Traffic* into the *Single Line Working Section*.

The *Network Controller* must advise *Rail Traffic Crews* approaching the *Single Line Working* that *Single Line Working* is *In-Effect*.

3. Assurances

Before introducing *Single Line Working*, the *Network Controller* must ensure that:

- *Effective Communication* is established with *Competent Workers*;
- the affected *Section* of *Track* is *Clear* of all *Rail Traffic* and prior *Movement Authorities* or *Alternative Movement Authorities* for the affected *Section* have been *Fulfilled*;
- *Track Occupancies* for the operational line have been *Fulfilled* or suspended;
- *Protection Officers* of *Track Occupancies* for the non-operational line have been advised;
- signals allowing entry have been set to STOP and *Blocking Facilities* in accordance with Rule 6003 Blocking Facilities have been applied to prevent unauthorised entry of *Rail Traffic*;
- other *Rail Traffic* has been *Restrained*;
- affected *Network Controllers* have been advised of the *Single Line Working*; and
- workers known to be affected have been advised of the *Single Line Working*.

3.1 Active Control Level Crossings

When *Single Line Working* is planned in advance, *Active Control Level Crossings* that are not designed to operate normally in both directions, must be *Protected* by *Competent Workers* or closed to road and pedestrian traffic.

Unless the *Network Controller* has ensured that *Active Control Level Crossing* equipment is operating correctly, or *Competent Workers* are in attendance, the *Network Controller* must advise *Rail Traffic Crews* to treat *Active Control Level Crossings* as potentially faulty and act in accordance with Rule 2015 Active Control Level Crossing Management.

3.2 Approaching Rail Traffic

The *Network Controller* must tell *Rail Traffic Crews*:

- that *Single Line Working* will be *In-Effect*;
- the *Protecting Signal* identification number and, if applicable, the *Locations* of any additional *Station Limits* signs; and
- that the signal before the entry to the *Single Line Working Section* will be at STOP.

Rail Traffic Crews must report to the *Network Controller* when their *Rail Traffic* arrives at the *Protecting Signal*.

Rail Traffic must be *Restrained* from entering a *Section* in which *Single Line Working* is *In-Effect* until *Authorised* to enter.

3.3 Entry of Rail Traffic

Before *Authorising Rail Traffic* to proceed into *Single Line Working Sections*, the *Network Controller* must be assured that:

- the *Block* over which *Rail Traffic* is to *Travel* is *Clear* of *Rail Traffic*; and
- the *Route* is set or will be set by the *Rail Traffic Crew* or other *Competent Worker*.

4. Authority to Travel

The *Authority* to *Travel* in the *Right Running Direction* will be normal signal indications.

Track Vehicles will travel in the *Right Running Direction* on *Movement Authorities* as per Rule 3019 Track Vehicles.

When *Travelling* in the *Right Running-Direction*, *Rail Traffic Crews* must obey *Intermediate Signal* indications.

The *Authority* to *Travel* in the *Wrong Running-Direction* is an *Alternative Movement Authority Issued* by the *Network Controller* to the *Rail Traffic Crew* in accordance with Rule 5019 Alternative Movement Authority.

NOTE: The passing of signals at STOP must be in accordance with Rule 6013 Passing Fixed Signals at STOP.

Before *Authorising* the *Rail Traffic* to enter the single line *Section*, the *Network Controller* must set the *Route*, or tell the *Competent Worker* or *Rail Traffic Crew* to set the *Route* for the safe passage of *Rail Traffic*.

The *Rail Traffic Crew* must ensure the *Route* is set for the safe passage of the *Rail Traffic*.

The *Alternative Movement Authority* must contain details of:

- the *Route* to be taken;
- any *Points* to be checked, set and *Secured*;
- any *Fixed Signals* that are to be passed at STOP;
- any speed restriction applicable;
- the operating status of *Active Control Level Crossings*; and
- any reporting requirements.

The *Network Controller* will *Issue* the *Alternative Movement Authority* to the *Rail Traffic Crew*, and the *Rail Traffic Crew* must read it back in accordance with Procedure 9016 Written Authorities and Forms.

5. Travelling Through a Single Line Working Section

When *Travelling* in the *Right Running-Direction*, *Rail Traffic Crews* must obey *Intermediate Signal* indications.

Unless assured that *Active Control Level Crossings* are operating correctly, *Rail Traffic Crews* must treat the *Level Crossings* as faulty in accordance with Rule 2015 Active Control Level Crossing Management.

6. Reporting

Rail Traffic Crews, running in the wrong direction, must tell the *Network Controller* when the *Rail Traffic* has:

- entered the *Single Line Working Section*;
- passed *Complete* beyond nominated *Locations* as detailed on the *Alternative Movement Authority*; and
- exited *Complete* from the *Single Line Working Section*.

7. Departing the Single Line Working Section

Rail Traffic must not depart the *Single Line Working Section* without the *Authority* of the *Network Controller*.

Before *Authorising Rail Traffic* to depart the *Single Line Working Section*, the *Network Controller* must be assured that:

- the *Block Section* ahead is unoccupied;
- no conflicting *Routes* are set; and
- the *Route* is set or will be set by the *Rail Traffic Crew* or other *Competent Worker*.

The *Rail Traffic Crew* must ensure the *Route* is set for the safe passage of the *Rail Traffic*.

The *Network Controller* and the *Rail Traffic Crew* must *Fulfil* the *Alternative Movement Authority* when the *Rail Traffic* has *Arrived Complete*.

8. Establishing a Non-Crossing Location

The Approved Operations *Delegate* may approve the use of a Non-Crossing *Location* to facilitate the movement of following *Rail Traffic* for *Wrong Running Direction* movements.

WARNING: This only applies in the *Wrong Running Direction*.

A Non-Crossing *Location* may be used to divide a *Section* to allow for following *Rail Traffic* to enter the single line *Section* before the preceding *Rail Traffic* has *Cleared* the single line *Section*.

The *Network Controller* must:

- confirm that approval to establish a Non-Crossing *Location* has been given by the Approved Operations *Delegate*;
- confirm that the affected *Section* of *Track* is *Clear* of all *Rail Traffic*;
- ensure that *Rail Traffic* will not be *Authorised* to *Occupy* the *Single Line Working Section* before the Non-Crossing *Location* has been established;
- ensure there is a *Competent Worker* with *Effective Communication* at the designated Non-Crossing *Location*; and
- tell the *Competent Worker* at the designated Non-Crossing *Location*:
  - the *Running -Directions* for which the Non-Crossing *Location* will be used; and
  - the *Running-Direction* for the first movement.

The *Competent Worker* at a Non-Crossing *Location* must:

- make sure they have *Effective Communication* with the *Network Controller*;
- confirm whether the Non-Crossing *Location* applies for both *Running-Directions*;
- confirm the *Running-Direction* for the first movement;
- stand in a *Safe Place*; and
- ensure *Rail Traffic Crews* approaching from expected *Running-Directions* will have a *Clear* view of that *Location*.

9. Working a Non-Crossing Location

The *Network Controller* may *Issue* an *Alternative Movement Authority* for *Rail Traffic* to *Travel*:

- through the *Single Line Section*; or
- only as far as the Non-Crossing *Location*.

The *Network Controller* must advise the *Competent Worker* at the Non-Crossing *Location* before *Issuing* an *Alternative Movement Authority* for *Travel* through or to the Non-Crossing *Location*.

9.1 Issue of an Alternative Movement *Authority* to the Non-Crossing Location

On advice from the *Network Controller* that an *Alternative Movement Authority* is to be *Issued* to the Non-Crossing *Location*, the *Competent Worker* must prevent that *Rail Traffic* from passing the Non-Crossing *Location* by placing *In-field Protection* on the line.

The *Competent Worker* will remove the *Protection* after the *Rail Traffic Crew* is in possession of an *Alternative Movement Authority* to Proceed.

When assured that the *Block Section* is *Clear* the *Competent Worker* must remove the *Protection* from the line and give a Proceed *Handsignal*.

9.2 Rail Traffic Passing Beyond the Non-Crossing Location

After *Rail Traffic* has passed the Non-Crossing *Location*, and until advised by the *Network Controller* that the *Rail Traffic* has *Arrived Complete* out of the *Single Line Working* area, the *Competent Worker* must *Protect* the *Occupied* line.

When *Rail Traffic* has passed *Complete* beyond the Non-Crossing *Location* the *Competent Worker* must get confirmation of the direction of approach of the next *Rail Traffic* movement from the *Network Controller*.

10. Removing a Non-Crossing Location

Before removing the Non-Crossing *Location*, the *Network Controller* must confirm that:

- the line between the limits of *Single Line Working* is *Clear* of *Rail Traffic*; and
- *Rail Traffic* will not be *Authorised* to enter the *Single Line Working Section* before the Non-Crossing *Location* has been removed.

The *Network Controller* must tell the *Competent Worker* at the Non-Crossing *Location*:

- that the Non-Crossing *Location* is no longer needed;
- to remove *Protection* from the line; and
- to advise when this has been done.

11. Cancelling an Alternative Movement Authority

An *Alternative Movement Authority* may be *Cancelled* only if the *Network Controller* is assured that the *Authorised* movement has not started.

The *Network Controller* must tell affected *Competent Workers* that the *Alternative Movement Authority* has been *Cancelled*.

12. Fulfilling an Alternative Movement Authority

An *Alternative Movement Authority* must be *Fulfilled* only when the *Rail Traffic Crew* or *Competent Worker* assures the *Network Controller* that the *Authorised Rail Traffic* movements have been completed and the *Section* is *Clear*.

The *Network Controller* must tell affected *Competent Workers* that the *Alternative Movement Authority* has been *Fulfilled*.

13. Returning to Normal Working

Before normal working is resumed the *Network Controller* must ensure that:

- any *Alternative Movement Authority Issued* to *Travel* through the *Single Line Working Section* is *Cancelled* or *Fulfilled*;
- the affected *Section* is *Clear* of *Rail Traffic*;
- any *Active Control Level Crossings* in the *Section* are restored for normal operation or *Protected*;
- temporary *Station Limits* signs, where used, have been removed;
- any *Points* that were set and *Secured* are restored for normal operation; and
- *Blocking Facilities* are removed.

14. Keeping Records

The *Network Controller* and *Competent Worker* must keep a *Permanent Record* of details of the *Single Line Working*, including *Rail Traffic* arrival and departure times.

15. References

2015 Active Control Level Crossing Management

3019 Track Vehicles

5019 Alternative Movement Authority

6003 Blocking Facilities

6013 Passing Fixed Signals at STOP

9016 Written Authorities and Forms

16. Effective Date

31 October 2022