

# Network Safeworking Rules and Procedures

## Piloting Rail Traffic

Procedure Number: 9006

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#### Document History

Version	Effective Date	Pages updated	Reasons for change
2.02	21 11 2022	4, 5	Abbreviations, Glossary terms and formatting

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# 1. Purpose

This procedure details the protocols where, when required, *Pilots* accompany *Rail Traffic Crews* to direct *Rail Traffic* movements.

## 2. General



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**WARNING: *Rail Traffic Crews* are responsible for the safe operation of *Piloted Rail Traffic*.**

A *Pilot* must be used when the *Rail Traffic Crew* is unfamiliar with the *Route*, the *Pilot* must be qualified for the *Route*.

A *Pilot* may be used when *Rail Traffic* is to *Travel* through a *Track Occupancy* and the *Rules* allow for *Rail Traffic* entry to the worksite.

The *Pilot* must:

- confirm with the *Network Controller*, *Possession Protection Officer* or *Protection Officer*, as required by this procedure, when and where to meet the *Rail Traffic* to be *Piloted*;
- have knowledge of the *Route*;
- give clear directions to the *Rail Traffic Crew*; and
- tell *Rail Traffic Crews* about operating restrictions and conditions in a timely manner.

## 3. Piloting Over an Unfamiliar Route

To *Pilot Rail Traffic* over a *Route* unfamiliar to the *Rail Traffic Crew*, the *Pilot* must:

- be *Competent* in the operation of *Rail Traffic* over the *Route*;
- ensure that the *Rail Traffic* has an *Authority to Travel* over the *Route*; and
- ensure that *Rail Traffic* is operated safely over the *Route*.

# 4. Piloting Rail Traffic Through Track Occupancies

The *Possession Protection Officer* or *Protection Officer* must appoint a suitably qualified worker to act as the *Pilot*.

The *Pilot* must:

- establish and maintain *Effective Communication* with the *Network Controller* and the *Possession Protection Officer* or the *Protection Officer*;
- confirm how entry into, and exit from, a *Track Occupancy* will be *Authorised*;
- confirm with the *Possession Protection Officer* or *Protection Officer*:
  - the *Route* to be taken;
  - the *Locations* of all worksites; and
  - the contact details of all *Protection Officers* within the *Local Possession Authority (LPA)* or *Work on Track Authority (WoTA)*.

## 4.1 Rail Traffic Entering a Track Occupancy



**WARNING: Only Rail Traffic associated with an LPA or WoTA may enter the LPA or WoTA.**

The *Pilot* must get authority to enter an:

- *LPA* from the *Possession Protection Officer*; or
- *WoTA* from the *Protection Officer*.

The *Pilot* must:

- act under the direction of the *Possession Protection Officer* or *Protection Officer*;
- make sure that *Points* and *Crossovers* are set and *Secured* correctly before *Travelling* over them; and
- tell the *Rail Traffic Crew* the *Locations* of worksites.

## 4.2 Rail Traffic Entering a Worksite

Before making a movement within an *LPA* or *WoTA*, the *Pilot* must contact the *Possession Protection Officer* or *Protection Officer* and get:

- authority for the movement; and
- an assurance that the intended *Route* is *Clear* and that no conflicting movements have been, or will be, authorised.

If there is no *Competent Worker* at the *Location* of the *In-Field Protection* the *Pilot* must:

- get the authority of the *Possession Protection Officer* or *Protection Officer* to remove the *Protection*;
- remove or arrange to remove the *Protection* before passing the *Location*; and
- replace or arrange to replace the *Protection* after passing the *Location*.

## 4.3 Rail Traffic Departing the Authority

The *Pilot* must get the *Network Controller's Authority* for *Rail Traffic* to exit an *LPA* or *WoTA*.

The *Pilot* must tell the *Network Controller* and *Possession Protection Officer* or *Protection Officer* when the *Rail Traffic* has exited the *LPA* or *WoTA*.

# 5. Keeping Records

The *Network Controller*, *Possession Protection Officer* and *Protection Officer* must make a *Permanent Record* of relevant details, including the details of entry into and exit from worksites and *Track Occupancies*.

# 6. References

Nil

# 7. Effective Date

21 November 2022