

Network Safeworking Rules and Procedures

Piloting Rail Traffic

Procedure Number: 9006

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Document History

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Table of Contents

| | | |
|-----|---|---|
| 1. | Purpose..... | 3 |
| 2. | General | 3 |
| 3. | Piloting Over an Unfamiliar Route | 3 |
| 4. | Piloting Rail Traffic Through Track Occupancies | 4 |
| 4.1 | Rail Traffic Entering a Track Occupancy..... | 4 |
| 4.2 | Rail Traffic Entering a Worksite | 5 |
| 4.3 | Rail Traffic Departing the Authority | 5 |
| 5. | Keeping Records..... | 5 |
| 6. | References..... | 5 |
| 7. | Effective Date..... | 5 |

1. Purpose

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

2. General



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 *LPA* or *Work on Track Authority*.

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 a:

- *Local Possession Authority (LPA)* from the *Possession Protection Officer*, or
- *Work on Track Authority (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 a *LPA Authority* or *Work on Track Authority*, 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 a *LPA* or *Work on Track Authority*.

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

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

3 February 2020