

Rail Traffic Crew

Re-Assessment Reference Sheet

The following rules are applicable to the re-assessment of your Track Access Permit. We have included the links to our webpage for each rule/procedure below. Alternatively you can go to: <https://www.arcinfra.com/Rail-Network/Network-Safeworking>.

SafeWorking Rules

- 1001 Scope of the Network Safeworking Rules
 - 2.3 Managing the Rules and Procedures
 - 3.2 Arc Infrastructure Rail Network Control Boundaries
 - 3.3 Interface locations between Arc Infrastructure and the Public Transport Authority (PTA) Network
- 1002 Principles of Network Operations
 - 2.0 General
 - 3.0 Safeworking System
 - 3.4 Interface between Arc Infrastructure and the Australian Rail Track Corporation Network
 - 5.0 The Object of the Network Control System
- 1003 General Responsibilities for Safety
 - 2.1 Safety First when Working in the Network
 - 2.2 Prevention of Injury
 - 2.3 Management of Fatigue
 - 2.4 Drugs and Alcohol
 - 2.5.1 Stationary Rail Traffic
 - 2.6 Reporting Injuries and Unsafe Conditions
 - 2.9 Condition of Tools and Equipment
 - 2.10 Personal Protective Equipment (PPE)
- 1004 Track Access Accreditation
 - 2.2 Cancellation and Suspension of a TAP
 - 3.0 Accessing the Danger Zone
 - 4.0 Exemptions
 - 6.0 Accreditation Levels
- 2001 Walking in the Danger Zone
 - 2.1 The Danger Zone
 - 2.2 Safe Place
 - 3.0 Walking in the Danger Zone
 - 3.1 Before Entering the Danger Zone
 - 3.2 If Walking in the Danger Zone
 - 3.3 Visual Inspection or photography
- 2003 Handsignals and Verbal Commands
 - 1.0 Purpose
 - 2.0 General
 - 3.0 Use of Handsignals and Verbal Commands
 - 3.1 Handsignalling at a Fixed Signal
 - 7.0 General Handsignals
 - 8.0 Shunting Handsignals and Verbal Commands

- 2007 Network Communications
 - 2.0 General
 - 2.1 Communication fundamentals
 - 2.2 Confirmation of communication
 - 3.0 Emergency Communication
 - 3.1 Emergency Radio Communications
 - 4.0 Spoken Communication
 - 4.1 Spoken Numbers
 - 4.2 Phonetic Alphabet (spoken letter names)
 - 4.3 Standard Terms and Phrases
 - 5.1 Identification
 - 5.2 Open-Channel Communications
 - 5.3 Short Identification
 - 6.0 Written Safeworking Communication
 - 6.1 Errors on Records, Safeworking Forms and Authorities
 - 6.2 Written Communication Abbreviations
 - 7.0 Communications Equipment
- 2009 Reporting and Responding to a Condition Affecting the Network (CAN)
 - 1.0 Purpose
 - 2.1 Heat Speed Restrictions
 - 3.0 Responding
 - 3.2 Warning Rail Traffic Crews
 - 5.0 Return to Normal Working
- 2015 Active Control Level Crossing Management
 - 4.0 Manually-Operated Warning Equipment
 - 6.0 Level Crossings with Infrequent Rail Traffic
- 2027 Responsibilities of Rail Traffic Crews
 - 3.0 Responsibilities
 - 3.1 Vigilance
 - 3.2 Cross Checks
 - 3.3 Display of Authority
 - 4.0 Rail Traffic Crew Changeover
 - 5.0 Examination of Other Rail Traffic
 - 5.1 Roll-by Inspection
 - 7.1 Stopped Rail Traffic
 - 7.2 Inspecting Stopped Rail Traffic
 - 8.0 Confirming Rail Traffic Complete
- 2029 Responsibilities of Network Controllers
 - 2.0 General
- 2031 Responsibilities of Track Workers
 - 2.0 General
 - 5.0 Passing Rail Traffic
- 3000 Planning Work in the Rail Corridor
 - 3.0 Protection Officer
 - 4.0 Assessing Safety
 - 7.0 Methods for Working Safely on Track
- 3001 Local Possession Authority
 - 1.0 Purpose
 - 2.0 General
 - 4.3 Protection Officer
 - 7.0 Rail Traffic

- 3005 Work on Track Authority
 - 1.0 Purpose
 - 2.0 General
 - 3.0 Authorisation
 - 3.1 Authorising a WoTA where rail traffic is holding a Uni - Directional Authority
 - 4.0 Protection Officer
 - 4.2 Change of Protection Officer
 - 5.0 Obtaining a WoTA
 - 5.1 Where the WoTA is issued electronically
 - 5.2 Where the WoTA is issued manually
 - 6.0 Protection
 - 6.1 In-Field Protection
 - 6.3 Centralised Traffic Control (CTC) Territory
 - 6.4 Train Order Territory
 - 6.5 Request for Blocking Facilities from a Person other than a Protection Officer
 - 6.6 Adjacent Line
 - 6.7 Joint Occupancy
 - 7.0 Rail Traffic
 - 9.0 Suspending a manually issued WoTA for the movement of non-associated Rail Traffic
 - 10.0 Reinstating a manually issued WoTA
 - 11.0 Fulfilling the WoTA
 - 12.0 Keeping Records
- 3013 Lookout Working
 - 1.0 Purpose
 - 2.0 General
 - 2.1 Tools
 - 3.0 Authorisation
 - 4.0 Protection Officer
 - 5.1 Safe Places
 - 5.3 Placing Lookout Officers
 - 5.4 Lookout Officers
 - 6.0 Calculating the Minimum Warning Time
 - 6.1 Example of How Warning Time is Calculated
- 3019 Track Vehicles
 - All
- 3025 Temporary Speed Restrictions
 - 1.0 Purpose
 - 2.0 General
 - 3.0 Types of Signs
 - 3.4 Placement
 - 3.5 Adjoining TSRs
 - 4.0 General Arrangement of TSR Signs
 - 4.1 Diverging Routes

- 4001 Protecting Disabled Rail Traffic
 - 1.0 Purpose
 - 2.0 General
 - 3.0 Rail Traffic Protection
 - 3.1 Disabled Rail Traffic
 - 3.2 Adjacent Lines
 - 3.3 Removing In-Field Protection
 - 4.1 Assistance from the Rear
 - 4.2 Assistance from the Front
 - 5.0 Restraint Authority
- 4003 Rail Traffic Integrity
 - 1.0 Purpose
 - 2.0 General
 - 2.1 Testing Equipment
 - 2.2 Dangerous Goods
 - 3.0 Brakes
 - 3.1.1 Security of Rail Traffic Left on Running Lines
 - 3.3 Handbrakes and Securing Devices
 - 7.0 Defective Vehicles
 - 7.1 Inspecting and Managing Defects
- 4005 Rail Traffic Lights and Markers
 - 1.0 Purpose
 - 2.0 General
 - 3.0 Headlight Use
 - 3.1 Operating with Headlights Off
 - 4.0 Displaying Visibility Lights
 - 5.0 Using Lights for Warning
 - 6.0 Failed Headlights
 - 6.1 Total Headlight Failure and Visibility Lights Are Not Available
 - 6.2 Total Headlight Failure and Visibility Lights Are Available
 - 7.0 Failed Headlights and Whistle
 - 7.1 Headlights and Whistle Failed, and Visibility Lights Not Available
 - 7.2 Headlights and Whistle Failed, and Visibility Lights Available
 - 8.0 Rail Traffic Markers
 - 8.1 Front of Rail Traffic
 - 8.2 Rear of Rail Traffic
 - 8.3 Motive Power Unit is Rear Vehicle
 - 8.4 Inspection of End-of-Train Marker
 - 8.5 Failed End-of-Train Marker
 - 8.6 Missing End-of-Train Markers
 - 8.7 Shunting Marker Lights
 - 8.8 Identifying Number
 - 8.9 Other Lights
- 4007 Rail Traffic Whistles
 - 1.0 Purpose
 - 2.1 Whistle Codes
 - 2.2 Failure to Acknowledge a Rail Traffic Whistle
 - 3.1 Response to a Failure
 - 3.2 Running with a Failed Whistle
 - 7.0 Defective Vehicles

- 4009 Removing Disabled Rail Traffic
 - 1.0 Purpose
 - 2.0 General
 - 3.2 Network Controller
 - 4.0 Authorities
 - 4.1 Relief Rail Traffic to Enter the Section from the Rear
 - 4.2 Relief Rail Traffic to Enter the Section from the front
 - 5.0 Removing Disabled Rail Traffic
 - 5.1 Coupling to the Disabled Rail Traffic
 - 5.2 Relief from the Rear and Propelling the Disabled Rail Traffic to the front
 - 5.3 Double Line Automatic Signalling
 - 5.3.1 Where relief has been provided from the rear and is to remove the disabled rail traffic to the rear
 - 5.3.2 Where relief has been provided from the front and is to remove the disabled rail traffic to the front
 - 5.3.3 Where relief has been provided from the front and is to remove the disabled rail traffic to the rear
 - 5.4 Single Line Automatic Signalling
 - 5.4.1 Where relief has been provided from the rear and is to remove the disabled rail traffic to the rear
 - 5.4.2 Relief from the front and removing the disabled rail traffic to the front
 - 5.4.3 Where relief has been provided from the front and is to remove the disabled rail traffic to the rear
 - 6.0 Rail Traffic Can Be Divided to Clear the Section
 - 6.1 Securing and Protecting the Divided Rail Traffic
 - 6.2 Arriving at the Controlled Location in Advance
 - 6.2.1 Train Order Territory
 - 6.3 Returning for the Rear Portion
 - 7.0 Parted Rail Traffic
 - 8.0 Parted Rail Traffic and Rail Traffic Crew Unaware
 - 9.0 Cancelling an RRTA
 - 10.0 Fulfilling an RRTA
- 4011 Station Limits
 - 3.0 Station Limits
 - 3.1.1 Double-line
 - 3.1.2 Bi-Directional single-line
 - 3.2 Train Order Territory
 - 4.1 Running Lines
 - 4.2 Unsignalled Movements

- 4013 Shunting and Marshalling
 - 1.0 Purpose
 - 2.0 General
 - 2.1 Shunting
 - 2.2 Marshalling
 - 3.0 Planning Shunting
 - 3.1 Shunting Over Points
 - 4.0 Directing Shunting
 - 5.0 Running Lines
 - 6.0 Level Crossings
 - 6.1 Loading or unloading under power
 - 7.0 Attaching Locomotive
 - 8.0 Detached Rail Vehicles
 - 9.0 Vehicles Under Repair
 - 10.0 Stabling Rail Traffic
 - 11.0 Marshalling Irregularity
 - 12.0 Restoring Equipment
- 4015 Setting Back or Propelling on Running Lines
 - 1.0 Purpose
 - 2.0 General
 - 3.0 Authorities
 - 5.0 Conditions for Setting Back or Propelling
 - 5.1 Rail Traffic Crew
 - 5.2 Level Crossings
- 4017 Overdue Occupancies
 - 1.0 Purpose
 - 2.0 General
 - 3.0 Stopped Rail Traffic
 - 4.0 Inspecting Stopped Rail Traffic

- 5001 Centralised Traffic Control System
 - 1.0 Purpose
 - 2.0 General
 - 3.0 Proceed Authorities
 - 4.0 Failure of Control Functions
 - 5.0 Entering Signalled Track from Non-Signalled Location
- 5017 Train Order Working
 - All
- 5019 Alternative Movement Authority
 - 2.0 General
- 5023 Manual Block Working
 - 1.0 Purpose
 - 2.0 General
 - 3.0 Assurances
 - 4.0 Authorising and Reporting
 - 5.0 Maintaining Separation
 - 6.0 Restraint of Rail Traffic
- 5027 Single Line Working
 - 1.0 Purpose
 - 2.0 General
 - 3.0 Assurances
 - 3.1 Active Control Level Crossings
 - 3.3 Entry of Rail Traffic
 - 4.0 Authority to Travel
 - 5.0 Travelling Through a Single Line Working Section
 - 6.0 Reporting
 - 7.0 Departing the Single Line Working Section
 - 8.0 Establishing a Non-Crossing Location
 - 9.0 Working a Non-Crossing Location
 - 9.1 Issue of an Alternative Movement Authority to the Non-Crossing Location
 - 9.2 Rail Traffic Passing Beyond the Non-Crossing Location
 - 10.0 Removing a Non-Crossing Location

- 6001 Overrun of Limit of Authority
 - 1.0 Purpose
 - 2.0 General
 - 3.1 Rail Traffic Crew Responsibilities
 - 3.3 Authority for Movement to Continue
 - 3.3.1 Authorising movement to continue beyond a Departure Signal
- 6003 Blocking Facilities
 - 1.0 Purpose
 - 3.1 Secure Blocking Codes
 - 3.2 Temporary Removal
 - 3.3 Permanent Removal
 - 3.4 Permanent Removal
 - 4.0 Keeping Records
- 6005 Fixed Signals
 - 1.0 Purpose
 - 3.0 Indications of Fixed Signals
 - 4.0 Types of Fixed Signals
 - 5.0 Changing Signal Indications
 - 6.0 Irregular Signal Indications
 - 7.0 Out of Service or Non-Commissioned Signals
 - 8.0 Testing Signals
 - 9.0 Signal Indications and their Meanings
 - 10.0 Three Colour Light Signalling Operation
- 6007 Signs
 - All
- 6009 Indicators
 - 3.0 Junction Indicators
 - 5.1 Round Type Points Indicator
 - 5.2 Square Type Points Indicator
 - 5.3 Catch Points Indicator
- 6013 Passing Fixed Signals at Stop
 - 1.0 Purpose
 - 2.0 General
 - 2.1 Controlled Absolute Departure Signal
 - 3.0 Stopped at a Fixed Signal
 - 5.0 Passing Fixed Signals
 - 6.0 Speed of Travel
 - 6.1 Beyond a Fixed Signal
 - 6.2 Unknown Cause
 - 6.3 Known Cause

SafeWorking Procedures

- 9000 Clipping and Securing Points
 - 1.0 Purpose
 - 2.0 General
 - 3.0 Fitting a Points Clip
- 9004 Using Railway Track Signals
 - 1.0 Purpose
 - 4.0 Placing Railway Track Signals
 - 5.0 Placing of Railway Track Signals Near Public Crossings and Platforms
 - 6.0 Removal of Unused Railway Track Signals
 - 7.0 Storing Railway Track Signals
 - 8.0 Dealing with Failed Railway Track Signals
- 9006 Piloting Rail Traffic
 - 1.0 Purpose
 - 2.0 General
 - 3.0 Piloting Over an Unfamiliar Route
 - 4.0 Piloting Rail Traffic Through Track Occupancies
 - 4.1 Rail Traffic Entering a Track Occupancy
 - 4.2 Rail Traffic Entering a Worksite
 - 4.3 Rail Traffic Departing the Authority
 - 5.0 Keeping Records
- 9010 Protecting Work from Rail Traffic on Adjacent Lines
 - All
- 9012 Operation of Points
 - 2.0 General
 - 4.1 Rail Traffic
 - 4.3 Trailing Points
 - 9.2 K Blades
- 9016 Authorities and Forms
 - 2.0 General
 - 3.0 Forms Used
 - 3.1 Rail Traffic Authorities
 - 3.2 Authorities for Track Occupancies
 - 3.3 Other Safeworking Forms
 - 3.4 No Safeworking Forms
 - 4.3 Authority Format
 - 5.0 Receipt of Manual Authority
 - 5.1 Challenging Errors
 - 5.6 Authority In-Effect
 - 6.0 Fulfilling an Authority
 - 7.0 Cancelling an Authority
- 9018 Using Track Closed Warning Devices and Rail Clamped STOP Signs
 - 1.0 Purpose
 - 3.0 Placing a Track Closed Warning Device or Rail Clamp STOP Sign

- 9020 Using Standing Rail Traffic for Protection
 - 2.0 General
 - 3.0 Communication with Network Control
 - 4.2 Rail Traffic Crew
 - 5.0 Working Under Standing Rail Traffic
 - 6.0 Using the Rail Traffic for Accessing Worksites
 - 6.3 Departing the worksite
- 9022 Operation of Self Restoring Points
 - 2.0 General
 - 3.0 White Light Type
 - 3.2.2 Manual operation
 - 4.0 Coloured Light Type
 - 4.2 Reversing Points
- 9024 Operation of Switchlocks
 - 2.0 General
 - 3.0 Operation
- 9026 Annett's Keys
 - 2.0 General
 - 5.0 Missing Annett's Keys
 - 6.0 Faults
 - 7.0 Lost Annett's Keys