

<b>DOCUMENT NO.</b>	D2021/17410
<b>WORK DESCRIPTION</b>	Track inspections
<b>WPP Number</b>	CC3B 10001
<b>SCOPE:</b>	<p>This SWI is applicable only to the worksite protection arrangements for track inspections performed by the Gosford Network Base Civil and Signals team for Morisset. Work activities include:</p> <ul style="list-style-type: none"> <li>• Civil track inspections and measurements</li> <li>• Points inspections and measurements</li> <li>• Points maintenance</li> <li>• Revision of compliance date activities</li> </ul>
<b>AUTHORISATIONS:</b>	<p><b>Protection Officer:</b> Protection Officer Level 1 or higher</p> <p><b>Lookout:</b> Handsignaller Level 1 or higher and/or Protection Officer Level 1 or higher.</p>
<b>SAFETY CONTROLS – Lookout Working arrangements:</b>	<p>As the work moves along the track, the Protection Officer must assess the new location and:</p> <ul style="list-style-type: none"> <li>• Establish Lookouts as required to watch for approaching rail traffic from all entry points</li> <li>• Designate and instruct which safe places the workers are to use as the work is completed along the work route within the worksite limits.</li> </ul>
<b>PRESTART REQUIREMENTS:</b>	<p>Protection Officer assessment checklist must be completed before instructions in this SWI are followed.</p> <p>Tools and equipment required:</p> <ul style="list-style-type: none"> <li>• Protection Officer requires a phone to contact the Signaller.</li> <li>• Lookouts require a high-visibility arm sleeve and a whistle / horn.</li> </ul>
<b>FURTHER INFORMATION:</b>	<p><i>NWT 300 Planning work in the Rail Corridor</i></p> <p><i>NWT 310 Lookout Working</i></p> <p><i>NPR 711 Using Lookouts</i></p> <p><i>NPR 751 Calculating Minimum Warning Time</i></p> <p><i>NPR 712 Protecting work from rail traffic on adjacent lines</i></p> <p><i>NLA 314 Gosford - Broadmeadow</i></p> <p><i>Lookout Working prohibited locations register</i></p>

**Protection Officer assessment checklist**

Protection Officer's name:		Yes (Tick if Yes)
This document has not expired beyond the date of 09/11/2022		
On-site safety assessment has been completed		
The required protection details, environment and tasks are unchanged from the details of this SWI		
SWI details and protection arrangements have been reviewed and validated for the assessed worksite location.		
Corridor Safety Number	Protection Officer Signature	Date

**Warning**



*If an above item does not apply, the Protection Officer must not use this Safe Work Instruction. A new worksite protection plan must be completed in accordance with NRF 014 Worksite Protection Pre-work briefing and NRF 015 Worksite Protection Plan.*

**Safe Work Instruction**

**Worksite Protection for Morisset track inspections and points maintenance**



**Worksite Protection Pre-work Briefing**

Briefing date:

**Protection Officer Details**

Work location: **Up and Down Main North, Morisset**

Scope of work: **Track inspections / points maintenance**

Worksite protection:  Refer to Worksite Protection Plan for details

Hazards (e.g. Site specific hazards identified, including physical environment, human errors, plant and equipment)	Controls (to be implemented to eliminate or reduce the risk to the lowest practicable level)	Person responsible for Control
<b>Struck by rail traffic</b>	Lookout Working implemented. Workers to remain within worksite limits.	Protection Officer
<b>Adjacent live lines</b>	Designated work and walk areas as per Protection Officer's instructions. All work must stop and workers moved to a safe place when warned by lookout and/ or Protection Officer.	Protection Officer
<b>Two-way running / multiple entry points into worksite</b>	One Lookout placed watching each direction before work starts. Lookouts are to warn workers of approaching rail traffic, including rail traffic entering or travelling within the worksite. Workers are to stop work and move to a safe place.	Protection Officer & Lookout
<b>Obstruction to Minimum Sighting Distance</b>	Lookouts are to provide warning to the workers whenever their line of sight is obstructed by passing rail traffic or passengers on the platform. Workers are to stop work and move to a safe place. Lookouts must confirm with Protection Officers when the Minimum Sighting Distance is regained.	Protection Officer & Lookout
<b>Adjoining/Surrounding Worksites</b>	Lookouts must have two independent audible warning devices that can be heard by workers over any noise generated by adjoining/surrounding worksites. Lookouts are to provide warning if their line of sight is obstructed by adjoining/surrounding worksites.	Protection Officer & Lookout
<b>Electrical infrastructure</b>	Electrical infrastructure is to be treated as live and workers must maintain a safe approach distance as instructed by the Protection Officer or Site Supervisor.	Protection Officer & Site Supervisor
<b>Access to / Egress from worksite</b>	Protection Officer will assess and instruct when it is safe for workers to use NGE 200 Walking in the Danger Zone to move to the worksite or safe place.	All
<b>Mobile phone distraction</b>	Mobile phone usage is not allowed in the Danger Zone. Mobile phones may be used only in a safe place after informing the Protection Officer.	All
<b>Struck by rail traffic</b>	Lookout Working implemented. Workers to remain within worksite limits.	Protection Officer

# Safe Work Instruction

## Worksite Protection for Morisset track inspections and points maintenance



### Workplace Supervisor Details

<input style="width: 95%; height: 20px;" type="text" value="name"/>	<input style="width: 95%; height: 20px;" type="text" value="contact No."/>
---	--

Emergency assembly point: <b>Nearest access gate</b>	SWMS/SWI Ref #: <b>D2013/80895</b>
--	------------------------------------

First Aid kit location: <b>Vehicles</b>	First Aider: <input style="width: 95%; height: 20px;" type="text"/>
---	---

### Workplace Supervisor Acknowledgement

The Workplace Supervisor acknowledges that all identified WHS and rail safety hazards have the appropriate controls in place to manage and/or eliminate the hazards.

Yes

### Participant Acknowledgement

<b>NOTE:</b> Recipients of the briefing are to question the Briefer if they don't understand any part of this briefing.			
All workers listed below acknowledge that they:			
<ol style="list-style-type: none"> <li>1. have been inducted to the site</li> <li>2. are free from the effects of alcohol/drugs/fatigue</li> <li>3. hold the applicable and current Rail Safety Worker Authorisation, trade licence and/or induction record e.g. Construction Industry Induction</li> <li>4. wear the appropriate Personal Protective Equipment (PPE)</li> </ol>	<ol style="list-style-type: none"> <li>5. have been briefed on the contents of the Worksite Protection Plan</li> <li>6. have been shown the Worksite Protection Plan diagram</li> <li>7. understand the kinds and limits of worksite protection in place</li> <li>8. have been briefed about any new hazards and controls identified during the final site inspection (<i>final site inspection must be conducted immediately before commencing work</i>)</li> </ol>		
<i>Mark each check box below with a tick <input checked="" type="checkbox"/> if the item applies or a cross <input checked="" type="checkbox"/> if the item does not apply.</i>			
<input type="checkbox"/> have been informed of the requirements of the electrical permit (if required)	<input type="checkbox"/> have been made aware of any hazardous materials/substances on site		
<input type="checkbox"/> have been briefed on the SWMS/SWIs/documentated safe work practice for the job	<input type="checkbox"/> have been briefed on Safety Data Sheets (SDS)		
<input type="checkbox"/> have been instructed in the controls recorded in this document and SWMS/SWIs	<input type="checkbox"/> have been briefed on the WHS Management plan		
<input type="checkbox"/> have been briefed on the hazards of adjoining worksites/processes.			
Name	Signature	Time of briefing: hh:mm	Amendment briefing: hh:mm and initial

Safe Work Instruction

Worksite Protection for Morisset track inspections and points maintenance



Worksite Protection Plan – Lookout Working

Signaller Details

name [ ] Morisset Panel [ ] 02 4923 0919 [ ]

Protection Officer Details

name [ ] signature [ ] contact No. [ ]
RSW or RIW No. [ ] designation [ ] Planned duration [ ]

Workplace Supervisor details: [ ]

Type of work: Track Inspections / points maintenance [ ]

Worksite Location (tick the tracks that apply)
On the [ ] Up Main North [ ]
[ ] Down Main North [ ]
between [ ] 76.5 Signal [ ] and [ ] 76.8 Signal [ ]

Worksite Assessment

Has the Lookout Working Prohibited Locations Register been consulted? Yes [ ]

Warning method

Whistle/Horn [ ] Voice/Touch [ ]

Minimum Warning Time Calculations – Sections 1 and 2

Maximum track speed [ ] 115 km/h [ ]

Number of Lookouts used [ ] 2 [ ] Position of Lookouts [ ] 123.071 km [ ] to [ ] 123.473 km [ ]
Number of additional Lookouts\* used [ ] Position of Lookouts [ ] km [ ] [ ] km [ ]

Diagram showing calculation of Minimum Warning Time (MWT) with boxes for See Time (S), Move Time (M), Safe Time, Track speed, and Minimum Sighting Distance as calculated.

Note - Lookouts are relocated to positions within these km's as workers move along the worksite.
\* Add an additional 5 seconds of See Time if an additional Lookout is used
Note - Additional MWT calculations can be recorded in the Protection Officer's Diary.

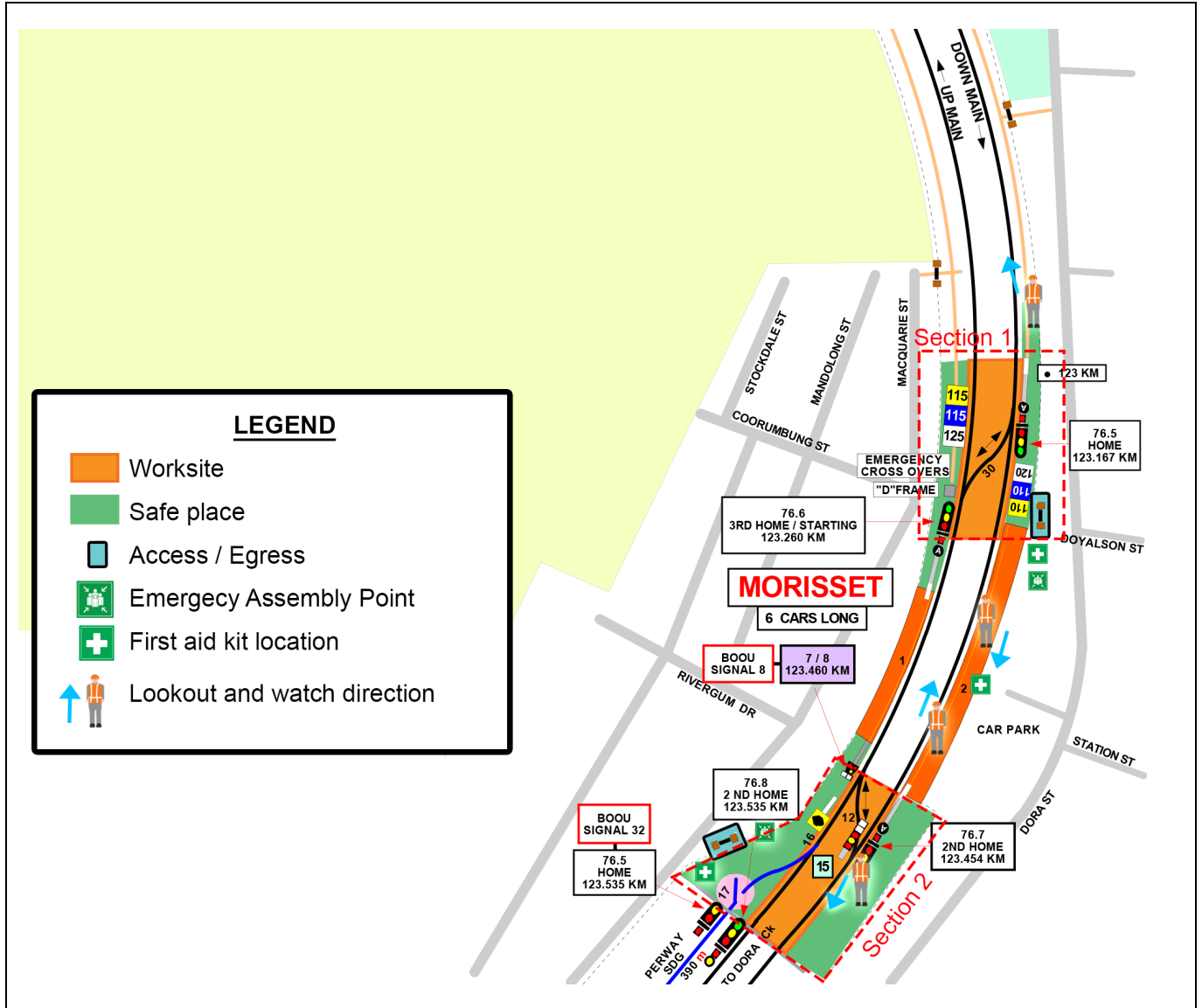
Where are the safe places identified for the Lookouts and the workers?

Lookouts: [ ] Cess [ ]
Workers: [ ] Cess [ ]



Ensure the workers have been briefed about these work details Yes [ ]

Diagrams, notes and detailed instructions of Sections 1 and 2 are over the next pages. These are to be read and followed as part of this worksite protection plan for Lookout Working.

**Diagram**





**Section 1 – Track Inspections of 30 points**

<p><b>INSTRUCTIONS:</b></p>	<ol style="list-style-type: none"> <li>1. Workers enter corridor through gate <b>N00 123.187 D</b> off Dora Street, Morisset.</li> <li>2. Protection Officer briefs workers about the worksite protection arrangements.</li> <li>3. Protection Officer contacts Morisset Panel and tells the Signaller about the use of Lookout Working on the Up and Down Main North.</li> <li>4. Workers remain in Down Cess safe place until Protection Officer informs all Lookouts are in place.</li> <li>5. Establish Lookout in Down Cess at <b>N122+977 (123.071 KM)</b> watching for Down Main rail traffic approach.</li> <li>6. Establish Lookout on Platform 2 of Morisset Station at <b>123.212 KM</b> watching for Up Main rail traffic approach.</li> <li>7. Workers start inspections on the Up and Down Main lines for <b>30 points</b>.</li> <li>8. Workers move to a safe place once work is complete on the Up and Down Main lines.</li> <li>9. Recall Lookouts.</li> </ol>
<p><b>SAFeworking HAZARDS</b></p>	<p>Morisset Yard is a two-way running area, train movements can occur in any direction at any time. Lookouts are to be established watching for rail traffic approach from each direction.</p> <p>The Up Main Lookout’s Sighting Distance will be impeded when rail traffic approaches Morisset Station on the Down Main. In this event, Lookouts must provide warning as if rail traffic is approaching, all workers are to move to a safe place until notified by the Protection Officer and Lookouts that minimum sighting distance has been regained.</p> <p>Conditions on the day may impede sighting distance. Protection Officers must ensure the required Sighting Distance is attainable by reassessing positions of Lookouts.</p>
<p><b>LOOKOUTS</b></p>	<div style="display: flex; justify-content: space-around;"> <div style="text-align: center;">  <p><b>Image 1: View of Lookout at 122.977 KM</b></p> </div> <div style="text-align: center;">  <p><b>Image 2: View of Lookout at 123.212 KM</b></p> </div> </div>



Section 2 – Track inspection of 12, 16 points

<p><b>INSTRUCTIONS:</b></p>	<ol style="list-style-type: none"> <li>1. Workers enter corridor via gate <b>N00 123.657 U</b> off Macquarie Street.</li> <li>2. Workers remain in Down Cess safe place until Protection Officer informs all Lookouts are in place.</li> <li>3. Establish Lookout on Platform 2, Morisset Station at <b>123.390 KM</b> watching for Down Main rail traffic approach.</li> <li>4. Establish Lookout in Down Cess at <b>123.473 KM</b> watching for Up Main rail traffic approach.</li> <li>5. Workers start inspections on the Up and Down Main lines for <b>12 and 16 points</b>.</li> <li>6. Workers move to a safe place once work is complete on the Up and Down Main lines.</li> <li>7. Recall Lookouts.</li> <li>8. Protection Officer contacts Morisset Panel to end Lookout Working.</li> </ol>
<p><b>SAFEWORKING HAZARDS</b></p>	<p>Morisset Yard is a two-way running area, train movements can occur in any direction at any time. Lookouts are to be established watching for rail traffic approach from each direction.</p> <p>The Up Main Lookout’s minimum sighting distance will be impeded when rail traffic approaches <b>Morisset Station on the Down Main</b>. In this event, Lookouts must provide warning as if rail traffic is approaching, all workers must move to a safe place until notified by the Protection Officer and Lookouts that minimum sighting distance has been regained.</p> <p>Conditions on the day may impede sighting distance. Protection Officers must ensure the required minimum sighting distance is attainable by reassessing positions of Lookouts.</p> <p>NLA 314 states that the <b>Up Perway siding</b> is booked out of use and be used as a safe place.</p>
<p><b>LOOKOUTS</b></p>	<div style="display: flex; justify-content: space-around;"> <div data-bbox="331 987 863 1691">  <p><b>Image 3:</b> View of lookout worker at <b>123.390 KM</b></p> </div> <div data-bbox="919 987 1453 1691">  <p><b>Image 4:</b> View of lookout worker at <b>123.473 KM</b></p> </div> </div>



