

Safe Work Instruction

SKS Worksite Protection for Glenbrook routine network maintenance activities



DOCUMENT NO.	D2022/3843		
WORK DESCRIPTION	Routine network maintenance activities		
WPP Number	WT1D1 10178	SAP Code	
SCOPE:	<p>This SWI is applicable for the worksite protection arrangements using Signal Key Switch Blocking concerning routine network maintenance, defect management and repair of assets within the limits specified below and in the attached plan.</p> <p>Work activities include:</p> <ul style="list-style-type: none"> Routine preventative and corrective work such as inspections and maintenance as appropriate for the type of protection being applied as part of this plan. 		
AUTHORISATIONS:	<p>Protection Officer: Protection Officer Level 1 or higher</p> <p>Handsignalers: Engineering Handsignaller Level 2.</p>		
SAFETY CONTROLS – Signal Key Switch Blocking (SKS) arrangements:	<p>Signal Key Switch Blocking on the Down Main West line and Up Main West line is a fixed worksite location.</p> <p>The worksite is protected by:</p> <ul style="list-style-type: none"> 38.9 signal at STOP with the Signal Key Switch removed for the Down Main West line. 42.6 signal at STOP with the Signal Key Switch removed for the Up Main West line. 2 points and 3 points must remain clipped and locked unless protection is provided on both the Up and Down Main West lines. Danger tag and dedicated padlock applied to the door on to Glenbrook control panel. 		
PRESTART REQUIREMENTS:	<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"> Protection Officer requires a phone to contact the Signaller. Radios Danger tag and dedicated padlock 		
FURTHER INFORMATION:	<p><i>NWT 300 Planning work in the Rail Corridor</i></p> <p><i>NWT 320 Signal Key Switch Blocking</i></p> <p><i>NPR 753 Using Signal Key Switch Blocking</i></p> <p><i>NPR 754 Using a Signal Key Switch</i></p> <p><i>NLA 212 Penrith - Wallerawang</i></p> <p><i>NGE 200 Walking in the Danger Zone</i></p>		

Protection Officer assessment checklist

Protection Officer's name:		Yes <i>(Tick if Yes)</i>
This document is still current at the time of its application? (Up to 12 months from the document issue date)		
SWI details and protection arrangements have been reviewed and validated for the assessed worksite location, including: <ul style="list-style-type: none"> On-site safety assessment has been completed for relevancy of works being undertaken The required protection details, environment and tasks are unchanged from the details of this SWI 		
The Protection Officer and Qualified Workers deploying qualifications are current and have practiced in the last 6 months. If not practiced, then a Rail Safety Coach must be contacted for guidance.		
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 or implement Signal Key Switch Blocking. Use of an alternative Work on Track Rule must be assessed and 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

SKS Worksite Protection for Glenbrook routine network maintenance activities



Worksite Protection Pre-work Briefing

Briefing date:

Protection Officer Details

Work location:

Scope of work:

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
Struck by rail traffic	SKS Blocking implemented. Workers must remain within worksite limits.	Protection Officer
Adjacent live lines	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 the Protection Officer.	Protection Officer
Multiple entry points into worksite	Protection Officer must visually confirm that 2 and 3 points are clipped and locked to prevent entry into the worksite if protection is only on one line. Protection Officer must apply danger tag and dedicated padlock to Glenbrook control panel door lock.	Protection Officer
Access to / Egress from worksite Slips, trips, falls and hazards carrying equipment	Access and egress points must be agreed prior to entering the danger zone, consideration should be given to ease of access and safest possible entry and exit points. Protection Officer will assess and instruct when it is safe for workers to use <i>NGE 200 Walking in the Danger Zone</i> to move to the worksite or safe place.	All
Mobile phone distraction	Mobile phones use is not permitted in the danger zone unless being used by maintenance staff for critical maintenance communications or recording of defects.	All
Signaller cut in at Glenbrook control panel during SKS Blocking	Danger tag and dedicated padlock applied to entrance of Glenbrook control panel. Danger tag must have the name and contact details of the Protection Officer.	Protection Officer

Safe Work Instruction

SKS Worksite Protection for Glenbrook routine network maintenance activities



Worksite Protection Plan – SKS Blocking

Protection Officer Details

name signature contact No.

RSW or RIW No. designation Planned duration

Workplace Supervisor details:

Type of work:

Worksite Location (tick the applicable lines)
On the Down Main West line between 41.3 Signal and 42.5 Signal
On the Up Main West line between 42.0 Signal and 41.6 Signal

Danger tag and dedicated padlock applied to entrance of Glenbrook control panel hr

Handsignaller details (tick the applicable locations)

1 name 38.9 SKS Signal Down Main West line Sig/km
2 name 42.6 SKS Signal Up Main West line Sig/km

Assurances from Penrith panel (confirm the details provided by the Signaller)

The last rail traffic to pass the protection was rail traffic ID The last known location of rail traffic is location

Confirm that there is no approaching rail traffic between protection and worksite

Train Running Information - Down Main

Table with 7 empty columns for train running information.

Signaller Details

name Penrith Panel 4780 3824

Assurances from Katoomba (confirm the details provided by the Signaller)

The last rail traffic to pass the protection was rail traffic ID The last known location of rail traffic is location

Confirm that there is no approaching rail traffic between protection and worksite

Train Running Information - Up Main

Table with 7 empty columns for train running information.

Signaller Details

name Katoomba Panel 9851 7401

Protection Officer's log, diagrams, notes and detailed instructions are over the next pages. These are to be read and followed as part of this worksite protection plan for Signal Key Switch Blocking.

INSTRUCTIONS:

1. Workers enter corridor via Down cess gate **W000 67.301 D** at Glenbrook.
2. Protection Officer briefs workers about the worksite protection arrangements.
3. Handsignaller placed at the required SKS Signals:
 - **38.9 Signal, Down Main West line,**
 - **42.6 Signal, Up Main West line.**
4. Workers remain in Down cess safe place until Protection Officer informs all protection is in place.
5. Protection Officer contacts the required Signallers at:
 - Penrith Panel to request SKS Blocking on **38.9 Signal** on the **Down Main West line,**
 - Katoomba Panel to request SKS Blocking on **42.6 Signal** on the **Up Main West line.**
6. Once permission is granted, Protection Officer instructs placed Handsignallers to arrange the removal of the SKS key from their respective SKS signals.
7. Protection Officer confirms with placed Handsignallers that the SKS key has been removed and the signal is displaying STOP.
8. Protection Officer contacts the Signaller at Penrith Panel / Katoomba Panel to confirm that rail traffic has been excluded from the affected portion of track.
9. Protection Officer confirms with Penrith Panel / Katoomba Panel:
 - train running information for rail traffic planned to pass through the worksite,
 - the Identification number of last rail traffic to enter the affected portion of track and its last known location,
 - that there is no rail traffic approaching the worksite.
10. Protection Officer applies a Danger tag and dedicated padlock to Glenbrook Control Panel door lock with the following information:
 - Protection Officers name and contact number,
 - SKS Blocking is in place.
11. Protection Officer confirms **2 points** and **3 points** are clipped and locked if implementing SKS Blocking on just the **Up Main West line** or the **Down Main West line.**
12. Protection Officer informs workers protection is in place and to start work.
13. Once work is complete, workers move to a safe place.
14. Protection Officer instructs placed Handsignallers at SKS signals to restore the key.
15. Once placed Handsignallers have confirmed the SKS key has been restored and the signal is displaying PROCEED, Protection Officer contacts the Signaller at Penrith Panel / Katoomba Panel to end SKS Blocking.
16. All workers exit the rail corridor via gate **W000 67.301 D** at Glenbrook.

ADDITIONAL DETAILS

Signaller cut in at Glenbrook control panel
 Glenbrook control panel may be cut in to operate the points at Glenbrook.
 To prevent a Signaller from entering and operating the control panel, a Danger tag and dedicated padlock is applied to the Glenbrook control panel door lock. The Danger tag must have the Protection Officer’s name and contact details.
Multiple entry points
2 and 3 points provide entry points into the worksite if the point clips are removed.
 Unless protection is provided on both the **Up Main West line** and the **Down Main West line** at the same time during the work, **2 and 3 points** must remain clipped and locked.

KEY LOCATIONS



Image 1: Danger tag and dedicated padlock on Glenbrook control panel door.



Image 2: Emergency Assembly Point.



Image 3: Access gate W000 67.301 D to the Down Main West line worksite.

SKS SIGNAL LOCATIONS



Image 4: 38.9 Signal on the Down Main West line



Image 5: Access gate W00 63.029 D to 38.9 Signal



Image 6: 42.6 Signal on the Up Main West line



Image 7: Access gate W00 69.042 U to 42.6 Signal

DANGER TAG



Image 7: Example of front side of the Danger tag

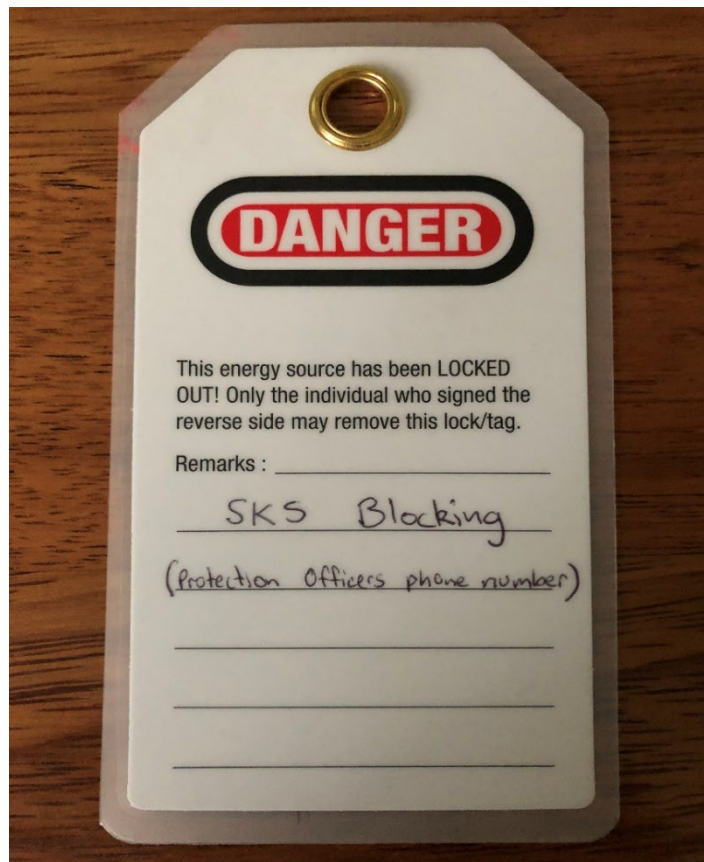


Image 8: Example of reverse side of the Danger tag

Diagram – Worksite and SKS 42.6 Signal Up Main West line

