

<b>DOCUMENT NO.</b>	D2023/6642
<b>WORK DESCRIPTION</b>	To be used when performing routine network maintenance in Coalcliff tunnel
<b>WPP Number</b>	SC36A2 10114
<b>SCOPE:</b>	<p>This SWI is applicable for the worksite protection arrangements using TOA for routine maintenance performed by South Coast Maintenance Teams Work activities include:</p> <ul style="list-style-type: none"> <li>• Routine preventative and corrective work such as inspections and maintenance as appropriate for the type of protection being applied as part of this plan</li> </ul>
<b>AUTHORISATIONS:</b>	<p><b>Protection Officer:</b> Protection Officer Level 2 or higher.  <b>Placing TOA Protection:</b> Handsignaller Level 1 or higher, or Protection Officer Level 1 or higher.</p>
<b>SAFETY CONTROLS – Track Occupancy Authority (TOA)</b>	<p>The TOA limits are from:</p> <ul style="list-style-type: none"> <li>• <b>WG 660 U</b> and <b>WG 624 U</b> on the <b>Up Illawarra Line</b>.</li> <li>• <b>WG 658 D</b> and <b>WG 622 D</b> on the <b>Down Illawarra Line</b></li> <li>• <b>WG 656 D</b> and <b>WG 622 D</b> on the <b>Down Refuge Siding/Down Illawarra Line</b>.</li> <li>• <b>WG 654 D</b> and <b>WG 622 D</b> on the <b>Eastern Coal Loop Siding/ Down Illawarra Line</b></li> </ul> <p>The Worksite is from:</p> <ul style="list-style-type: none"> <li>• <b>WG 633 D</b> to <b>WG 630 U</b> on the <b>Illawarra Single Line</b></li> <li>• <b>WG 631 D</b> to <b>WG 630 U</b> on the <b>Down Refuge/Illawarra Single Line</b> Protection is placed at:</li> <li>• Railway Track Signal protection and Worksite Protection Markers at <b>59+717 KM</b> and <b>62+005 KM</b>.</li> </ul>
<b>PRESTART REQUIREMENTS:</b>	<p>Protection Officer assessment checklist must be completed before instructions in this SWI are followed.                  Tools and equipment required:</p> <ul style="list-style-type: none"> <li>• Protection Officer requires a phone to contact the Signaller.</li> <li>• Qualified Workers placing protection require:                         <ul style="list-style-type: none"> <li>○ 18 x Railway Track Signals</li> <li>○ 6 x Worksite Protection Markers</li> </ul> </li> </ul>
<b>FURTHER INFORMATION:</b>	<p><i>NWT 300 Planning work in the Rail Corridor</i></p> <p><i>NWT 304 Track Occupancy Authority</i></p> <p><i>NPR 702 Using a Track Occupancy Authority</i></p> <p><i>NRF 002 Track Occupancy Authority (TOA)</i></p> <p><i>NPR 712 Protecting work from rail traffic on adjacent lines</i></p> <p><i>NGE 200 Walking in the Danger Zone</i></p> <p><i>NLA 410 Sutherland - Wollongong</i></p>

**Protection Officer assessment checklist**

<b>Protection Officer's name:</b>		<b>Yes</b> <i>(Tick if Yes)</i>
This document has not expired 12 months beyond the issue date.		
On-site safety assessment has been completed and additional hazards and controls recorded on the pre-work briefing (Page 3).		
SWI details and protection arrangements have been reviewed and validated for the assessed worksite location.		
<b>Corridor Safety Number</b>	<b>Protection Officer Signature</b>	<b>Date</b>

**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**

**TOA Worksite Protection for Coalcliff Tunnel routine network maintenance activities**



**Worksite Protection Pre-work Briefing**

Briefing date:  /  /

**Protection Officer details**

name

signature

contact No.

Work location:

Scope of work:

Worksite protection:  Refer to Worksite Protection Plan for details

<b>Hazards</b> (e.g. Site specific hazards identified, including physical environment, human errors, plant and equipment)	<b>Controls</b> (to be implemented to eliminate or reduce the risk to the lowest practicable level)	<b>Person responsible for Control</b>
<b>Approaching rail traffic</b>	TOA implemented.	Protection Officer
<b>Adjacent live lines</b>	Designated work and walk areas as per Protection Officer’s instructions. All work must stop when warned by Protection Officer until rail traffic has passed.	Protection Officer
<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 Workplace Supervisor.	Protection Officer & Workplace Supervisor
<b>Mobile phone distraction</b>	Mobile phone usage is only allowed in the Danger Zone when required for work purposes.  Other than being used for work purposes, mobile phones may be used only in a safe place after informing the Protection Officer.	All

# Safe Work Instruction

## TOA Worksite Protection for Coalcliff Tunnel routine network maintenance activities



### Workplace Supervisor details

\_\_\_\_\_ name \_\_\_\_\_ contact No.

Emergency assembly point: **Access Gate** SWMS/SWI Ref #: \_\_\_\_\_

First aid kit location: **Sydney Trains work vehicle** First aider: \_\_\_\_\_

### 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  \_\_\_\_\_ signature

### Participant Acknowledgement

**NOTE: 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:

- |   |   |
|---|---|
| 1. have been inducted to the site   | 6. have been briefed on the contents of the Worksite Protection Plan  |
| 2. are free from alcohol and drugs  | 7. have been shown the Worksite Protection Plan diagram   |
| 3. are free from the effects of fatigue   | 8. understand the kinds and limits of worksite protection in place  |
| 4. hold the applicable and current Rail Safety Worker Authorisation, trade licence and/or induction record e.g. Construction Industry Induction | 9. 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> ) |
| 5. must wear the appropriate Personal Protective Equipment (PPE)  |   |

Mark each check box below with a tick  if the item applies or a cross  if the item does not apply.

- |  |   |
|--|---|
| <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/documented 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**

**TOA Worksite Protection for Coalcliff Tunnel routine network maintenance activities**



**Worksite Protection Plan – Track Occupancy Authority**

**Signaller details**

<input type="text" value="name"/>	<b>Wollongong North Panel</b>	<b>02 4223 5446</b>
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**Protection Officer details**

<input type="text" value="name"/>	<input type="text" value="signature"/>	<input type="text" value="contact No."/>
<input type="text" value="RSW or RIW No."/>	<input type="text" value="designation"/>	Planned duration <input type="text"/>

Workplace Supervisor details:

Type of work: **Routine Network Maintenance Activities**

<b>Worksite location</b>		
on the	<b>Illawarra Single Line</b>	
between	<b>WG 633 D</b>	and <b>WG 630 U</b>
on the	<b>Down Refuge Siding / Illawarra Single Line</b>	
between	<b>WG 631 D</b>	and <b>WG 630 U</b>

The following are diagrams, notes and detailed instructions. These are to be read and followed as part of this worksite protection plan for TOA.

<b>INSTRUCTIONS:</b>	<ol style="list-style-type: none"> <li>Workers enter the rail corridor via <b>I00 59.307 D</b> via <b>Coalcliff Station carpark</b></li> <li>Protection Officer conducts the worksite protection pre-work briefing.</li> <li>Protection Officer contacts the Signaller at <b>Wollongong North Panel</b> and requests TOA.</li> <li>After TOA is authorised, instruct Qualified Workers to place Railway Track Signal protection and Worksite Protection Markers at <b>59+717 KM</b> and <b>62+005 KM</b> on the <b>Up Illawarra and Down Illawarra Lines, Eastern Coal Loop Siding and Down Refuge Siding</b></li> <li>Protection Officer informs the workplace supervisor that it is safe for work to start.</li> <li>Workers start work.</li> <li>After all work is completed, move all workers and equipment into a safe place.</li> <li>Instruct Qualified Workers to remove Railway Track Signal protection and Worksite Protection Markers from the TOA.</li> <li>Workers egress the rail corridor via <b>I00 59.307 D</b> via <b>Coalcliff Station carpark</b>.</li> <li>After all protection is removed, Protection Officer contacts the Signaller Wollongong North Panel that work is complete, all protection has been removed from the line, workers and equipment are clear of the Danger Zone and if any restrictions have been applied to fulfil the TOA.</li> </ol>
<b>ADDITIONAL DETAILS</b>	Mobile Phones do not work in the tunnel. Radios must be used to communicate directly with workgroup.

ACCESS/EGRESS



Image 1: Access Coalcliff Coalcliff station via station carpark. Access gate 100 59.307 D

TOA LIMITS

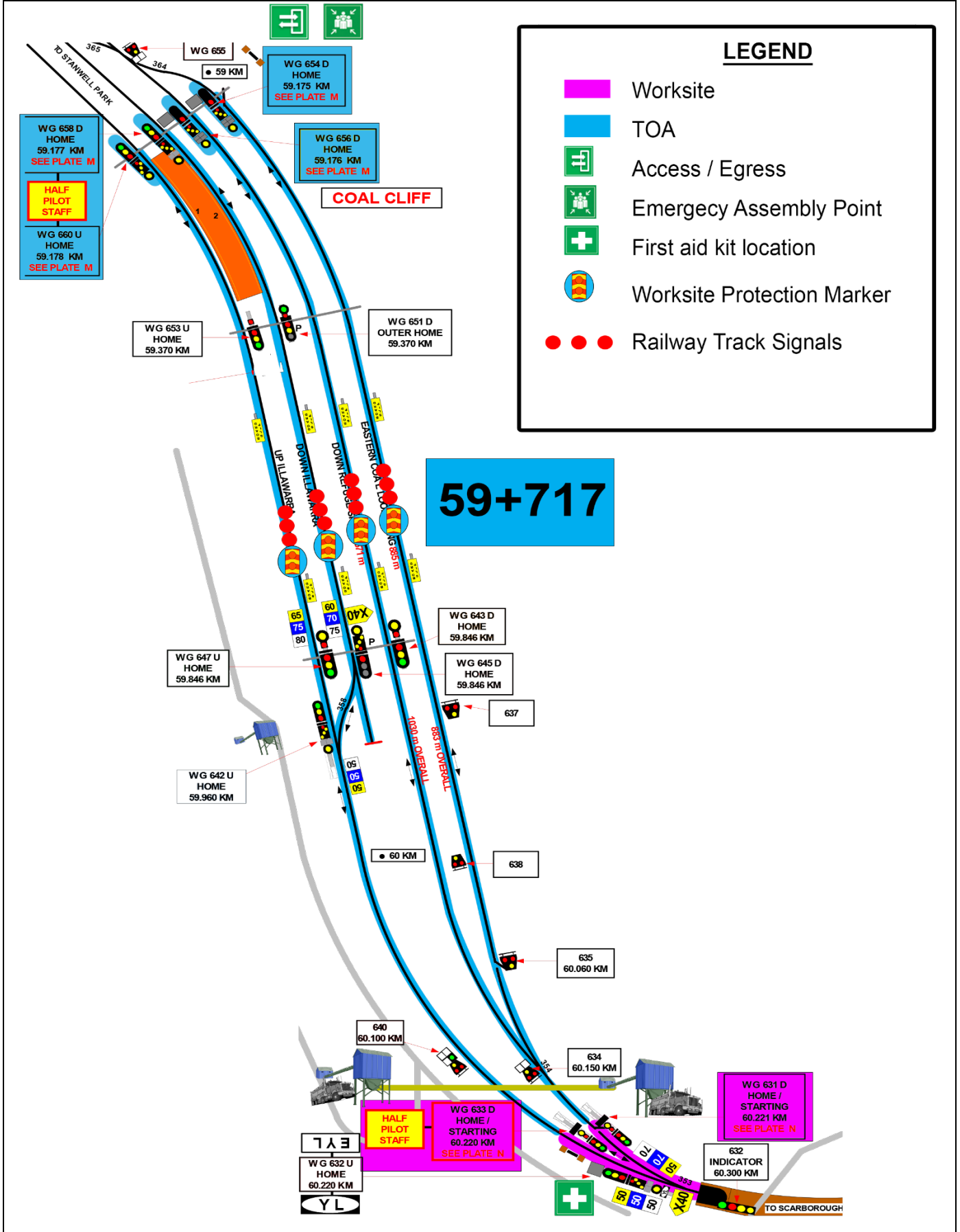


Image 2: Waterfall Side TOA Limits



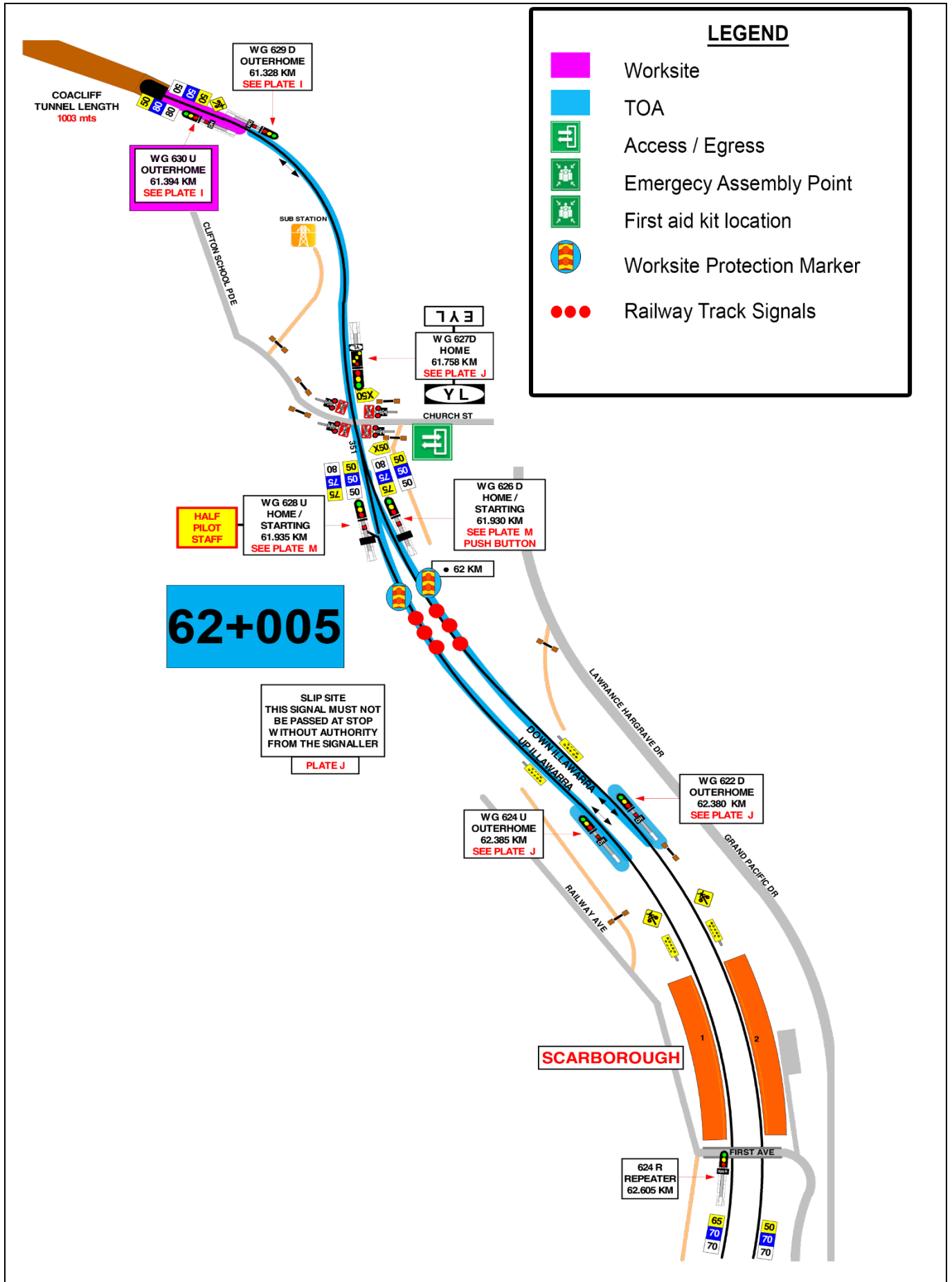
Image 3: Scarborough Side TOA Limits

Diagram



**Safe Work Instruction**

**TOA Worksite Protection for Coalcliff Tunnel routine network maintenance activities**



**LEGEND**

- Worksite
- TOA
- Access / Egress
- Emergency Assembly Point
- First aid kit location
- Worksite Protection Marker
- Railway Track Signals



