Safe Work Instruction

ATWS Worksite Protection for Otford Routine Network Maintenance Activities

D2023 DOCUMENT NO.	**D2023/2067**
WORK DESCRIPTION	Routine Maintenance activities
WPP Number	**SC16BWS 10119**
SCOPE:	Routine maintenance activities performed by the South Coast Maintenance team. • on the Up and Down Illawarra lines between 52.860 km to 53.021 km • that does not involve the use of tools or equipment, or • using tools which can be easily and immediately removed from the track by one person and are light, non-powered hand tools, or light battery powered tools or devices.
AUTHORISATIONS:	**Protection Officer, ATWS Operator (Operator) & ATWS Installer (Installer):** • Protection Officer (PO) Level 1 – 4, and • WATWS – Wireless Automatic Track Warning System **Dedicated Lookout:** (PO) Level 1 - 4, or Handsignaller 1 - 2
PERSONAL PROTECTIVE EQUIPMENT	• High visibility vest, boots, high visibility lookout sleeve
SAFETY CONTROLS – Lookout Working (ATWS) arrangements:	• Automatic Track Warning System (ATWS) - provides visual and audible warning for workers • ATWS sensor for up direction running on the Up Illawarra line at 52.316 km • ATWS sensor for down direction running on the Down Illawarra line at 52.316 km • ATWS sensor for up direction running on the Up Illawarra line at 53.500 km • ATWS sensor for down direction running on the Down Illawarra line at 53.500 km • Dedicated lookout(s) at the worksite for unsignalled movements. • **IMORTANT!** • This document must not be used to install or adjust the ATWS sensors • All sensors in the plan and shown on the diagram must be connected to transmit a warning
PRESTART REQUIREMENTS:	• Refer to D2015-45354 Wireless ATWS (Automatic Track Warning System) to install or remove sensors
FURTHER INFORMATION:	*Refer to "D2015-45354 Wireless ATWS (Automatic Track Warning System)" for detailed instructions to set-up, connect, test and operate the ATWS system with pre-installed ATWS sensors* *NWT 300 Planning work in the Rail Corridor* *NWT 310 Lookout Working* *NGE 200 Walking in the Danger Zone* *NPR 711 Using Lookouts* *NPR 751 Calculating Minimum Warning Time* *NPR 712 Protecting work from rail traffic on adjacent lines* *NPR 752 Using Wireless Automatic Warning Systems* *Lookout Working Prohibited Locations Register* *NLA 410 Sutherland - Wollongong*

Prepared using SMS-06-TP-4317 v1.5, Custodian: Senior Safety Specialist Safety Systems; Approver: Director Safety and Standards; Issue date: 19/08/2021

Required ATWS Equipment		
Item	**Description**	**Quantity**
Aerial	Telescopic Aerial	3
Assembly Kit	Orange Bag with Tools	2
Battery ZA24-2.9	Small battery for Junction Box & Transmitter	8
Device Frame	Protective Frame	3
F500-AB Junction Box	Receiver Device	4
F500-SEN Train Sensor	Sensor	4
Housing for Aerial	Housing for Telescopic Aerial	3
KF5-5 Extension Cable	Extension Cable (5m) for F500-SEN to F500-AB	2
Mobile Backpack	Harness for Device	0
Pouch	Pouch for small battery	4
Tripod	Tripod for Device	3
ZFS Radio Transmitter	Radio Transmitter Device	2
ZPW Warning Unit	Control & Warning Device	1

Protection Officer/Operator assessment checklist		
Protection Officer's name:		**Yes** *(Tick if Yes)*
This document has not expired 12 months beyond the issue date.		
SWI details and protection arrangements have been reviewed and validated for the assessed worksite location, including: • 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 • All boxes have been ticked if applicable and crossed if not applicable • All fields have been completed		
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.

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Worksite Protection Pre-work Briefing

Briefing date: / /

Protection Officer details

name	signature	contact No.

Work location: **Otford**

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

Worksite protection: **Lookout Working (ATWS)** 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**
Crossing live lines	A qualified Protection Officer (PO) or Access Corridor Safety (ACS) must make a safety assessment to cross live lines in accordance with NGE200 and supervise workers who do not hold the PO or ACS qualification.	Qualified PO/ACS
Accessing Danger Zone to conduct plate test	Use appropriate safety measures as validated by a PO. Refer to diagram for minimum safety assessment.	Qualified PO
Electricity	ATWS antennae not to encroach safe approach distance to overhead wiring	Operator
Slips, trips, falls carrying ATWS equipment	Use correct manual handling techniques, secure safety boots, clear obstacles for work area and agree a safe path.	All
Approaching rail traffic	Lookout Working using approved ATWS as assessed in the plan & diagram. All points of entry have been validated and ATWS safety measures (sensors) have been installed. Confirm with the Operator that the ATWS has been tested and is operational. Workers immediately move to the designated safe place when warned. Provide ALL CLEAR handsignal after workers and equipment are in a safe place. After the warning has been cancelled, confirm there is no approaching rail traffic between the sensors and the worksite before allowing work to resume.	PO
Ineffective ATWS warnings / Adjoining / surrounding worksites	Test and confirm workers can see and hear the warning in the noisiest environment. Explain the emergency warnings. Workers to be within 50m of warning device. Workers to always remain within sight and hearing of warning unit. Radios not to be used near ATWS.	PO
Train warning time longer than expected (stopping points or ATWS equipment fault)	Workers to remain in a safe place until confirmed the ATWS is working correctly. Contact the Signaller or visually confirm the line is clear between the sensors and the worksite. Potential stopping points: Otford Station	PO
Unsignalled movements in Yard limits	Position lookout(s) in safe place. Confirm minimum sighting distance can be achieved. Test effective communication and be within sight and hearing of the workers.	PO / lookouts
Bi Directional rail traffic	ATWS Sensors installed on both tracks in both approach directions to warn workers of rail traffic approach	PO
Second train warning cancelled in error	Nominate a team member to confirm with the Operator when each rail traffic has completely passed the worksite. Tell the PO and workers about the second train warning. Cancel each warning after each train has completely passed the worksite.	Operator / nominated team member
Distraction	Obtain permission from PO to use electronic devices in the Danger Zone.	All
Obstructions to safe place	Agree on paths to reach designated safe places from the worksite.	PO
Electrical storms	Stop work immediately	All

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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**

ATWS Worksite Protection for Otford 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
2. are free from alcohol and drugs
3. are free from the effects of fatigue
4. hold the applicable and current Rail Safety Worker Authorisation, trade licence and/or induction record e.g. Construction Industry Induction
5. must wear the appropriate Personal Protective Equipment (PPE)
6. have been briefed on the contents of the Worksite Protection Plan
7. have been shown the Worksite Protection Plan diagram
8. understand the kinds and limits of worksite protection in place
9. have been briefed about any new hazards and controls identified during the final site inspection (*final site inspection must be conducted immediately before commencing work*)

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

- ☐ have been informed of the requirements of the electrical permit (if required)
- ☐ have been briefed on the SWMS/SWIs/documented safe work practice for the job
- ☐ have been instructed in the controls recorded in this document and SWMS/SWIs
- ☐ have been made aware of any hazardous materials/substances on site
- ☐ have been briefed on Safety Data Sheets (SDS)
- ☐ have been briefed on the WHS Management plan
- ☐ have been briefed on the hazards of adjoining worksites/processes.

Name	Signature	Time of briefing: hh:mm	Amendment briefing: hh:mm and initial

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ATWS Worksite Protection for Otford Routine Network Maintenance Activities

Worksite Protection Plan – Lookout Working

Signaller details

	Wollongong North Panel	**02 4223 5446**

Protection Officer details

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

Workplace Supervisor details:

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

Worksite location

On the	**Down Illawarra line**			☐
between	**WG 697 D Signal**	**and**	**WG 692 D Signal**	
On the	**Up Illawarra line**			☐
between	**WG 699 U Signal**	**and**	**WG 694 U Signal**	

Worksite Assessment

Has the Lookout Working Prohibited Locations Register been consulted? Yes ☐

Warning method

ATWS

Minimum Warning Time Calculations

Maximum track speed: 70 km/h

Number of ATWS Sensors used: 4 — Position of ATWS Sensors: 52.316 km and 53.500 km

Number of dedicated Lookouts used: 1 — Position of Lookouts: 52.860 km To 53.021 km

Note - Lookouts are relocated to positions within these KMs as workers move along the worksite.

See Time (S)	+	Move Time (M)	+	Safe Time	= Minimum Warning Time (MWT) (S+M+10 sec = MWT)		Track speed	Minimum Sighting Distance as calculated	
7 sec	+	3 sec	+	10 sec		20 sec	70 km/h	389 metres	Up and Down Illawarra line
7 sec	+	3 sec	+	10 sec		20 sec	65 km/h	362 metres	Up and Down Illawarra line

Dedicated Lookout

See Time (S)	+	Move Time (M)	+	Safe Time	= Minimum Warning Time (MWT) (S+M+10 sec = MWT)		Track speed	Minimum Sighting Distance as calculated
2 sec	+	3 sec	+	10 sec		15 sec	25 km/h	105 metres

Where are the safe places identified for the ATWS Operator, Lookouts, and workers?

Lookouts: **Up Cess for Up Main. Down Cess for Down Main.**

Workers: **Up Cess for Up Main. Down Cess for Down Main.**

Confirm mandatory first train tests were completed for all sensors **Yes** ☐

Ensure the workers have been briefed about these work details **Yes** ☐

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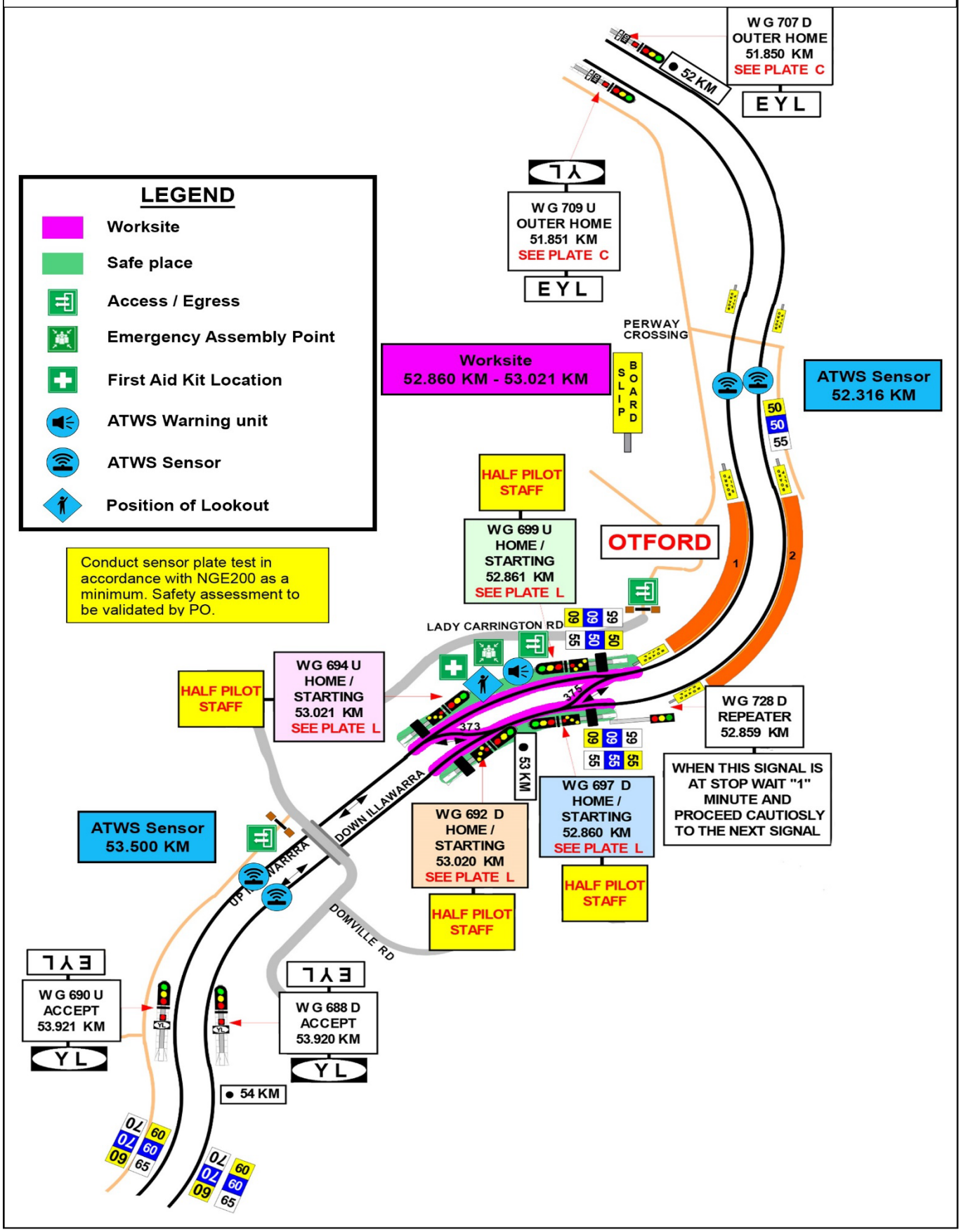
NOTE: Diagrams and instructions that follow form part of this worksite protection plan.

Worksite on the Up & Down Illawarra lines



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INSTRUCTIONS:	1. Workers enter the rail corridor via access gate 100 52.895 U 2. Use assets to validate worksite location on the Up and Down lines between 53.021 km to 52.860 km 3. Conduct WP Pre-work briefing to set-up ATWS. 4. Tell Signaller at Wollongong North Panel about the use of lookout working with ATWS.
	5. Access Up Cess 52.316 km, verify sensor label & connect to sensor cable, calibrate with test plate, connect, and turn on the transmitter.
	6. Access Up Cess 53.500 km, verify sensor label, connect to sensor cable, calibrate with test plate, connect & turn on transmitter.
	7. Place warning system on same side of tracks if working on one track only within sight & hearing of workers, conduct siren & light self-test, & connect to transmitter(s). 8. Record first rail traffic movement test for each sensor on ATWS Check-sheet. 9. Conduct WP Pre-work briefing for lookout working with ATWS and confirm workers have seen and heard the warning. 10. Start work when advised by the PO and move to the designated safe place when warned. 11. When work is complete, and workers and equipment are in a safe place, turn off and pack up warning unit
	12. Access Up Cess to turn off and pack up transmitter unit(s).
	13. Access Up Cess to turn off and pack up transmitter unit(s).
	14. Access Up Cess for all workers to leave the rail corridor via access gate 100 52.895 U 15. Tell Signaller at Wollongong North Panel when work is completed, and the workers and their equipment are clear of the Danger Zone.

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Position of ATWS transmitter and sensor on the Up and Down Illawarra line at 52.316 KM

Image 1: Transmitter and sensor installation location

Image 2: Sensor access using access gate 100 52.651 U

Position of ATWS transmitter and sensor on the Up and Down Illawarra line at 53.500 KM

Image 1: Transmitter and sensor installation location

Image 2: Sensor access using access gate 100 53.501U

Protection Officer's diary

Date	Time	Notes

(This page is optional and may be separated and given to the assigned operator to assist set- up of ATWS equipment. Refer also to Refer to "D2015-45354 Wireless ATWS (Automatic Trak Warning System)" for detailed instructions.)

Setup Stage 1: Checklist for ATWS transmitter and sensor		
Step	**Task Description**	**Installer Check**
1	Verify Track Label for location of sensor as per the Protection Diagram and Photos in this document	
2	Confirm equipment is within inspection date	
3	Sensor direction is per Worksite Protection Diagram and photos in this document	
4	Connect sensor cable to junction box	
5	Confirm all batteries are fully charged	
6	Connect junction box to ZFS using channel T1-T4	
7	Commence calibration and automatic self- test	
8	Perform function test using test plate	
9	Confirm transmitter booked in to correct T- channel (T1-T4)	
10	Select & confirm channel for the radio transmitter (AU3 OR AU4)	
11	Perform worksite warning test using test plate	
12	Lock device & remove key	

Setup Stage 2: checklist for ATWS worksite warning unit		
Step	**Task Description**	**Operator Check**
1	Confirm equipment is within inspection date	
2	Confirm Audible level	
3	Confirm and set Radio Channel for Warning unit	
4	Book in ATWS sensor 1	
5	Book in ATWS sensor 2	
6	Book in ATWS sensor 3	
7	Book in ATWS sensor 4	
8	Perform Worksite Warning Test with all ATWS sensor	
9	Ensure the workers have seen the visual warning and heard the audible warning	
10	Select and Confirm Channel for the Radio Transmitter	
11	Confirm worksite warning unit is operational with Installers and advise them to lock devices & remove key	