

Safe Work Instruction

Lookout Working Worksite Protection for Auburn to Granville routine network maintenance activities



DOCUMENT NO.	D2023/10237		
WORK DESCRIPTION	Routine network maintenance activities – Auburn to Granville (lookout working)		
WPP Number	CW13B 10101	SAP Code	
SCOPE:	<p>This SWI is applicable for the worksite protection arrangements using lookout working 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 Lookout: Handsignaller Level 1 or higher, Protection Officer Level 1 or higher.</p>		
SAFETY CONTROLS – Lookout Working arrangements:	<p>The nominated worksite location for Lookout Working includes the Shunt Neck, Down Suburban and Down Relief lines, between Auburn Platform 4 and Signal GE223 on the City side of Platform 4 of Granville station.</p> <p>The nominated worksite location for Lookout Working is a moving worksite, where workers are working along the track within the limits of the nominated worksite location up to the where the Lookout is established.</p> <p>As work moves along the track, the Protection Officer must assess the new location and:</p> <ul style="list-style-type: none"> Establish Lookouts as required to watch for approaching rail traffic from all entry points Designate and instruct which safe places the workers are to use as the work is completed along the work route within the worksite limits. 		
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. Lookouts require a high-visibility arm sleeve and a whistle / horn. 		
FURTHER INFORMATION:	<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>NGE 200 Walking in the Danger Zone</i></p> <p><i>Lookout Working Prohibited Locations Register</i></p>		

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Protection Officer 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 		
<ul style="list-style-type: none"> • 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. 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: **Auburn to Granville – Shunt Neck, Down Suburban and Down Relief lines**

Scope of work: **Routine network maintenance activities**

Worksite protection: **Lookout Working** 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
<ul style="list-style-type: none"> Struck by rail traffic 	<p>Lookouts must be trained and competent to perform lookout duties.</p> <p>Lookouts must be rotated if performing lookout for extended periods of time</p> <p>Workers to remain within worksite limits as set out in this procedure.</p> <p>Lookouts must be placed as per the protection plan attached to this document. .</p> <p>Workers are to stop work and move to a safe place immediately on being warned by the lookouts</p>	Protection Officer & Lookout
<ul style="list-style-type: none"> Live adjacent lines 	<p>Lookouts must provide warning to workers when rail traffic is approaching from the adjacent line in either direction.</p>	Protection Officer & Lookout
Two - way running / multiple entry points into worksite	<p>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.</p>	Protection Officer & Lookout
Obstruction to Minimum Sighting Distance	<p>Lookouts must provide warning to the workers whenever their line of sight is obstructed by passing rail traffic. Workers must stop work and move to a safe place and reassess positioning and method</p>	Protection Officer & Lookout
Adjoining/Surrounding Worksites	<p>Lookouts must have two independent audible warning devices that can be heard by workers over any noise generated by adjoining/surrounding worksites.</p> <p>Lookouts are to provide warning if their line of sight is obstructed by adjoining/surrounding worksites.</p>	Protection Officer & Lookout
<p>Access to / Egress from worksite</p> <p>Slips, trips, falls and hazards carrying equipment</p>	<p>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.</p> <p>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.</p>	All
Mobile phone	<p>Mobile phones use is not permitted in the danger zone unless being used by maintenance staff for critical maintenance communications or recording of defects.</p>	All

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Workplace Supervisor Details

Emergency assembly point: SWMS/SWI Ref #:

First Aid kit location: 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

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 the effects of alcohol/drugs/fatigue
3. hold the applicable and current Rail Safety Worker Authorisation, trade licence and/or induction record e.g. Construction Industry Induction
4. wear the appropriate Personal Protective Equipment (PPE)

5. have been briefed on the contents of the Worksite Protection Plan
6. have been shown the Worksite Protection Plan diagram
7. understand the kinds and limits of worksite protection in place
8. 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/documentd 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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Worksite Protection Plan – Lookout Working

Signaller Details

name	Auburn Panel	02 9701 1587
name	Clyde Box	02 9848 9211
name	Granville Panel	02 8577 7049

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 **Shunt Neck, West Down Suburban and Down Relief**
 between **Platform 4 at Auburn station** and **Signal GE223**

Worksite Assessment

Has the Lookout Working Prohibited Locations Register been consulted? Yes

Warning method

Horn/Hooter Whistle Voice

Minimum Warning Time Calculations

Maximum track speed **80 km/h**

Number of Lookouts used **2** Position of Lookouts **18.730 km** to **21.022 km**
 Number of additional Lookouts* used _____ Position of Lookouts _____ km to _____ km

2 sec	+	3 sec	+	10 sec	= Minimum Warning Time (MWT) <i>(S+M+10 sec = MWT)</i>	15 sec	80 km/h	334 metres	* Add an additional 5 seconds of See Time if an additional Lookout is used
2 sec	+	3 sec	+	10 sec		15 sec	25 km/h	105 metres	
2 sec	+	3 sec	+	10 sec		15 sec	20 km/h	85 metres	
<i>See Time (S)</i>		<i>Move Time (M)</i>		<i>Safe Time</i>		<i>Track speed</i>		<i>Minimum Sighting Distance as calculated</i>	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 and 6 foot**
 Workers: **Cess and 6 foot**

Ensure the workers have been briefed about these work details Yes

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 Lookout Working.

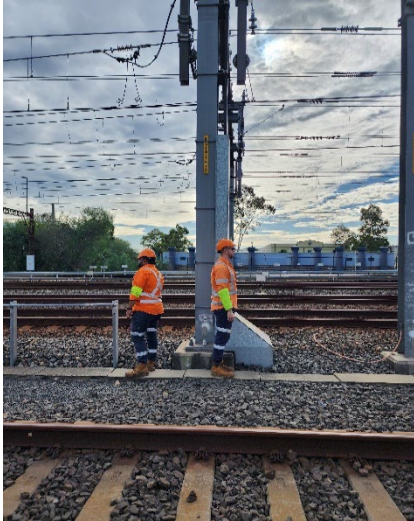

<p>INSTRUCTIONS:</p>	<ol style="list-style-type: none"> 1. Workers enter the rail corridor at Access gate M00 18.747D, on South Parade, countryside of Auburn station. 2. Protection Officer briefs workers about the worksite protection arrangements. 3. Protection Officer contacts Auburn, Clyde and Granville Panels and tells the Signallers about the use of Lookout Working between Auburn and Granville 4. Protection Officers establishes Lookouts at designated locations, watching for rail traffic from both directions. 5. Workers start work, up to the Lookout locations. 6. Workers move to a safe place, Lookouts are re-established as required to the next designated location. 7. Workers start work, up to the Lookout locations. 8. Re-establish Lookouts as required as per steps 4 – 7, until work is complete, and workers have moved to a safe place. 9. Recall Lookouts. 10. All workers exit the rail corridor via the Access/Egress gate M00 20.922D on Memorial Drive, City side of Granville station.
<p>ADDITIONAL DETAILS</p>	<p><u>Two-way running / multiple entry points</u> Rail traffic movements can occur in any direction at any time. Shunt Neck and Down Relief are Bi-directional A Lookout is established for each direction of rail traffic approach and must provide warning for any rail traffic approach. Workers must move into a safe place upon a Lookout providing warning regardless of which line the rail traffic is approaching on.</p>
<p>LOOKOUTS</p>	<div style="display: flex; justify-content: space-around;"> <div style="text-align: center;">  <p>Image 1: Lookout standing in a Safe Place watching both directions</p> </div> <div style="text-align: center;">  <p>Image 2: Safe Place between Dn Relief and Dn Suburban</p> </div> </div>



Image 3: Lookout near Auburn Stabling Yard looking in both directions

ACCESS /
EGRESS AND
EMERGENCY
ASSEMBLY
POINT

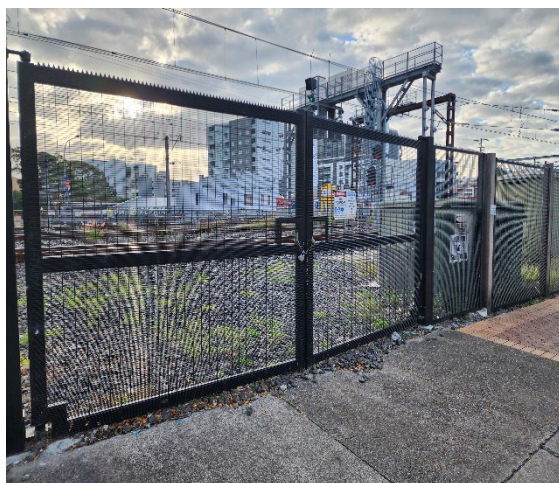


Image 5: Access gate M00 18.747D, on South Parade, countryside of Auburn station.



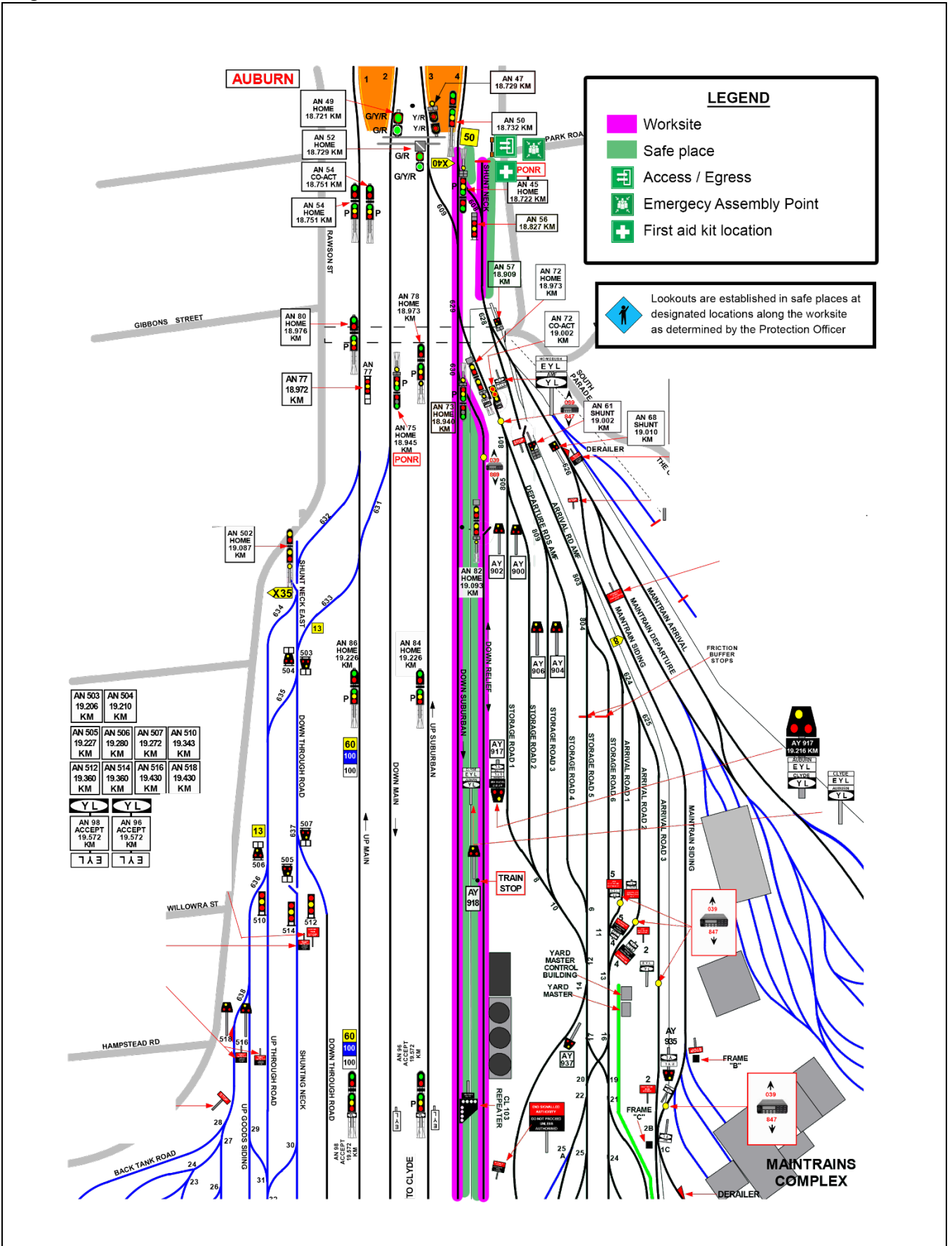
Image 6: Access/Egress gate M00 20.922D on Memorial Drive, City side of Granville station

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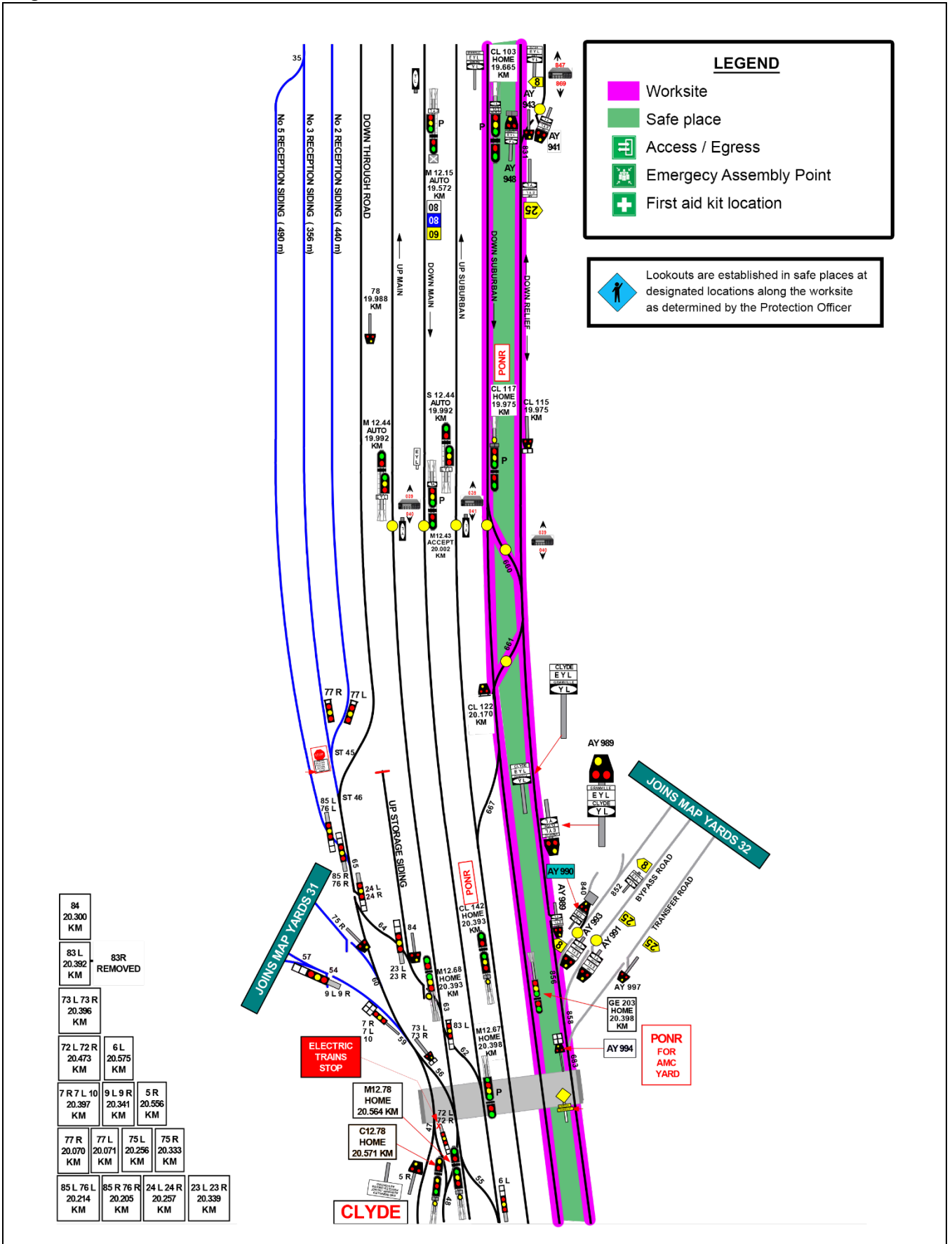
Lookout Working Worksite Protection for Auburn to Granville route network maintenance activities



Diagram



Diagram



84	20.300	KM	
83 L	20.392	KM	83R REMOVED
73 L 73 R	20.396	KM	
72 L 72 R	20.473	KM	6L 20.575 KM
7 R 7 L 10	20.397	KM	9 L 9 R 20.341 KM 5 R 20.556 KM
77 R	20.070	KM	77 L 20.071 KM 75 L 20.256 KM 75 R 20.333 KM
85 L 76 L	20.214	KM	85 R 76 R 20.205 KM 24 L 24 R 20.257 KM 23 L 23 R 20.339 KM

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Diagram

