

## Lookout Working Worksite Protection for Newcastle Interchange to Woodville Junction routine network maintenance activities

<b>DOCUMENT NO.</b>	D2022/1420
<b>WORK DESCRIPTION</b>	Routine network maintenance activities
<b>WPP Number</b>	CC9B 10171
<b>SCOPE:</b>	<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"> <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 1 or higher</p> <p><b>Lookout:</b> Engineering Hand signaller Level 1 or higher or Protection Officer Level 1 or higher.</p>
<b>SAFETY CONTROLS:</b> Lookout working arrangements	<p>The nominated worksite location for Lookout Working includes the</p> <p><b>Up and Down Branch lines, Up Branch line (at Pacific Highway Overbridge), Up and Down Main lines (Sydney), No. 1 - 4 sidings, Perway siding, Up and Down Islington Loop</b></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"> <li>Establish and/or re-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>NGE 200 Walking in the Danger Zone</i></p> <p><i>NLA 320 Broadmeadow - Newcastle Interchange</i></p> <p><i>Lookout Working Prohibited Locations Register</i></p>

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**Protection Officer assessment checklist**

<b>Protection Officer's name:</b>		<b>Yes</b> <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"> <li>On-site safety assessment has been completed for relevancy of works being undertaken</li> <li>The required protection details, environment and tasks are unchanged from the details of this SWI</li> </ul>		
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.		
<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**



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**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
<ul style="list-style-type: none"> <li><b>Approaching rail traffic</b></li> </ul>	Lookouts must be trained and competent to perform lookout duties. Lookouts must be rotated if performing lookout for extended periods of time Workers to remain within worksite limits as set out in this procedure. Lookouts must be placed as per protection plan on page 8. Workers are to stop work and move to a safe place immediately on being warned by the lookouts	Protection Officer and Lookout
<ul style="list-style-type: none"> <li><b>Live adjacent lines</b></li> </ul>	Lookouts must provide warning to workers when rail traffic is approaching from the adjacent line in either direction.	Protection Officer and Lookout
<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 and Lookout
<b>Obstruction to Minimum Sighting Distance</b>	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	Protection Officer and 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 and Lookout
<b>Access to / Egress from worksite</b>  <b>Slips, trips, falls and hazards carrying equipment</b>	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

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Mobile phone	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

**Safe Work Instruction**



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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:

- |                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ol style="list-style-type: none"> <li>1. have been inducted to the site</li> <li>2. are free from alcohol and drugs</li> <li>3. are free from the effects of fatigue</li> <li>4. hold the applicable and current Rail Safety Worker Authorisation, trade licence and/or induction record e.g. Construction Industry Induction</li> <li>5. must wear the appropriate Personal Protective Equipment (PPE)</li> </ol> | <ol style="list-style-type: none"> <li>6. have been briefed on the contents of the Worksite Protection Plan</li> <li>7. have been shown the Worksite Protection Plan diagram</li> <li>8. understand the kinds and limits of worksite protection in place</li> <li>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>)</li> </ol> |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

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)<br><input type="checkbox"/> have been briefed on the SWMS/SWIs/ documented safe work practice for the job<br><input type="checkbox"/> have been instructed in the controls recorded in this document and SWMS/SWIs | <input type="checkbox"/> have been made aware of any hazardous materials/substances on site<br><input type="checkbox"/> have been briefed on Safety Data Sheets (SDS)<br><input type="checkbox"/> have been briefed on the WHS Management plan<br><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**

**Lookout Working Worksite Protection for Newcastle Interchange to Woodville Junction routine network maintenance activities**



**Worksite Protection Plan – Lookout Working**

**Signaller Details**

**Protection Officer Details**

Planned duration

Workplace Supervisor details:

Type of work:

**Worksite Location**

On the

<input type="text" value="Up and Down Branch lines"/>	<input type="text" value="Up and Down Main lines (Hunter)"/>
<input type="text" value="Up Branch line (at Pacific Highway Overbridge)"/>	<input type="text" value="Up and Down Main lines (Sydney)"/>
<input type="text" value="No. 1 - 4 sidings"/>	<input type="text" value="Perway siding"/>
<input type="text" value="Up and Down Islington Loop"/>	

between  and

**Worksite Assessment**

Has the Lookout Working Prohibited Locations Register been consulted? Yes

**Warning method**

**Minimum Warning Time Calculations**

Maximum track speed

Number of Lookouts used  Position of Lookouts  to

Number of additional Lookouts\* used  Position of Lookouts  To

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

2 sec	+	3 sec	+	10 sec	<b>= Minimum Warning Time (MWT)</b>	15 sec	60 km/h	250 metres
2 sec	+	10 sec	+	10 sec		22 sec	60 km/h	367 metres
2 sec	+	3 sec	+	10 sec		15 sec	80 km/h	334 metres
2 sec	+	3 sec	+	10 sec		15 sec	13 km/h	55 metres
2 sec	+	3 sec	+	10 sec		15 sec	25 km/h	105 metres
See Time (S)		Move Time (M)		Safe Time	(S+M+10 sec = MWT)	Track speed		Minimum Sighting Distance as calculated

**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:

Workers:

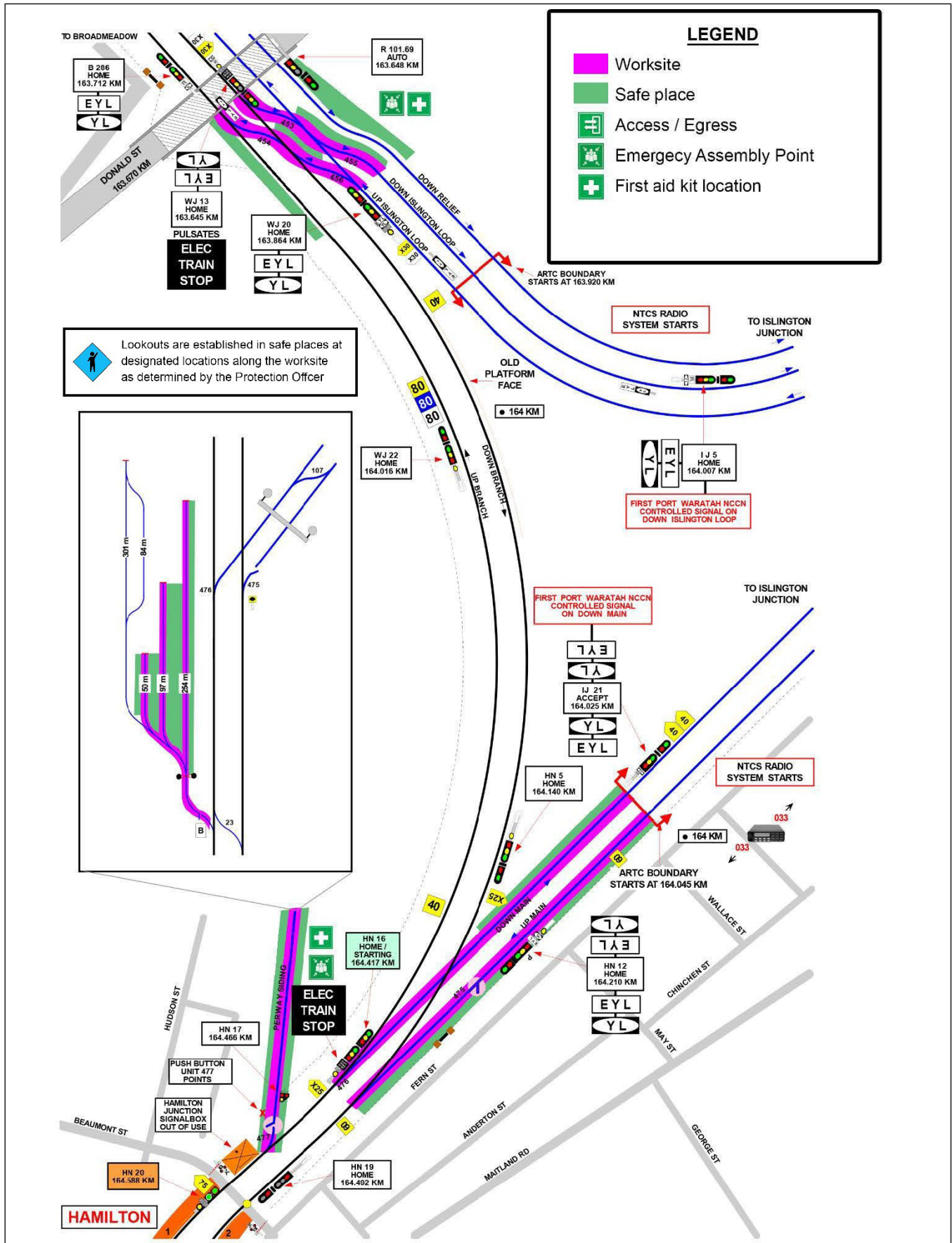
**Ensure the workers have been briefed about these work details** Yes

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.

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<b>INSTRUCTIONS:</b>	<ol style="list-style-type: none"> <li>1. Workers enter corridor via gate <b>N33 165.342 D</b> on Railway Lane, Wickham.</li> <li>2. Protection Officer briefs workers about the worksite protection arrangements.</li> <li>3. Protection Officer contacts Newcastle Signal Box and tells the Signaller about the use of Lookout Working at Newcastle Interchange to Woodville Junction on the <b>Up and Down Main, Up and Down Branch, No. 1-4 Siding, Perway Siding, Up and Down Islington Loop.</b></li> <li>4. Workers remain in <b>Down Main</b> safe place until Protection Officer informs Lookouts are in place.</li> <li>5. Establish Lookouts at designated locations.</li> <li>6. Workers start work up to designated locations.</li> <li>7. Workers move to safe place.</li> <li>8. Re-establish Lookouts at next designated location</li> <li>9. Repeat steps 6-8 until work is complete.</li> <li>10. Workers move to a safe place.</li> <li>11. Recall lookouts.</li> <li>12. Workers exit worksite via gate <b>N35 164.737 U on Coal Street, Hamilton.</b> Protection Officer contacts Newcastle Signal Box to end Lookout Working.</li> </ol>	
<b>ADDITIONAL DETAILS</b>	<p><u>Obstruction to Minimum Sighting Distance</u></p> <p>Stabled rail traffic on any tracks and conditions on the day may obstruct minimum sighting distance. When this hazard is identified, workers must stop work and move to a safe place until the Protection Officer makes an assessment and relocates lookouts to achieve the required minimum sighting distance.</p> <p><u>Adverse weather conditions</u></p> <p>Weather 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>	
<b>Access Gates</b>	<p><b>Access</b></p> <p><b>N33 165.342 D</b> on Railway Lane, Wickham (Newcastle Interchange)</p>	<p><b>Egress</b></p> <p><b>N35 164.737 U</b> on Coal Street, Hamilton (Woodville Junction)</p>
<b>Lookouts</b>	<p><b>Lookout positions are reassessed throughout the worksite to achieve Minimum Sighting Distance.</b></p>	

# Lookout Working Worksite Protection for Newcastle Interchange to Woodville Junction routine network maintenance activities





Lookout Working Worksite Protection for Newcastle Interchange to Woodville Junction routine network maintenance activities

Diagram

