# Worksite Protection for Hornsby Down Sidings routine network maintenance activities



| DOCUMENT NO.           | D2022/2789  |  |  |  |
|------------------------|---|--|--|--|
| WORK DESCRIPTION:      | Track inspections and maintenance   |  |  |  |
| WPP NUMBER:            | CN3A1 12769   |  |  |  |
| SCOPE:                 | This SWI is only applicable for the worksite protection arrangements of the routine civil track inspections and maintenance activities performed by the City North Civil team in Hornsby Down Sidings. Work activities include: |  |  |  |
|                        | Civil track inspections and measurements  |  |  |  |
|                        | Track maintenance   |  |  |  |
|                        | Points inspections and maintenance  |  |  |  |
| AUTHORISATIONS:        | Protection Officer: Protection Officer Level 1 or higher  |  |  |  |
| AUTHORISATIONS.        | Qualified Worker: Hand signaller Level 1 or higher  |  |  |  |
| SAFETY CONTROLS:       | The nominated worksite location for this protection is the No. 1 Down Siding, No. 2 Down Siding, Electrical Engineering Siding from clear of 551 Points to End of Terminal Line (No. 2 Down Siding).                            |  |  |  |
|                        | <b>551 points</b> is clipped and locked in the normal position to prevent rail traffic entry into the worksite location.  |  |  |  |
| PRESTART REQUIREMENTS: | Protection Officer assessment checklist must be completed before instructions in this SWI are followed.   |  |  |  |
|                        | Tools and equipment required:   |  |  |  |
|                        | Protection Officer requires a phone to contact the Signaller/Network Controller.  |  |  |  |
|                        | <ul> <li>Protection Officer requires a standard point clip to clip and lock the points allowing<br/>entry into the sidings.</li> </ul>  |  |  |  |
| FURTHER                | NWT 300 Planning work in the Rail Corridor  |  |  |  |
| INFORMATION:           | NPR 707 Clipping points   |  |  |  |
|                        | NPR 712 Protecting work from rail traffic on adjacent lines.  |  |  |  |
|                        | NGE 200 Walking in the Danger Zone  |  |  |  |
|                        | NLA 302 Hornsby   |  |  |  |

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| Protection Officer assessment checklist  |                              |    |     |  |
|--|------------------------------|----|-----|--|
| Protection Officer's name:   | Yes<br>(Tick if yes)         |    |     |  |
| This document has not expired 12 months  |                              |    |     |  |
| 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.                 |                              |    |     |  |
| Corridor Safety Number   | Protection Officer Signature | Da | ite |  |
|  |                              |    |     |  |

#### 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  |   |  |
|--|---|--|
| D. ( ) ( ) ( ) ( ) ( ) ( ) ( ) ( ) ( ) (   | Briefing date:  | / /  |
| Protection Officer Details   | signaturo   | contact No   |
| Work location: Hornsby Down Sidings  | signature   | Contact No   |
| Scope of work: Track inspections and mainter   | nanco   |  |
| Worksite protection: NWT300: Work in a stablin   |   | ction 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                       |
| Approaching rail traffic   | Rail traffic will be excluded from entering the worksite by clipping and locking 551 points in the normal position.  Workers must remain within worksite limits.  | Protection Officer                                   |
| Adjacent live lines  | Closest adjacent track is the <b>Down Relief</b> and is to be treated as live. Designated work and walk areas as per Protection Officer's instructions.  Workers must stay clear of the <b>Down Relief</b> unless adjacent line protection is in place. | Protection Officer                                   |
| Slips, trips, falls and hazards carrying equipment   | Protection Officer will assess and instruct when it is safe for workers to use NGE 200 Walking in the Danger Zone to move to the worksite or safe place   | Protection Officer<br>and<br>Workplace<br>Supervisor |
| Access to / Egress from worksite   | Protection Officer will assess and instruct when it is safe for workers to use NGE 200 Walking in the Danger Zone to move to and from the worksite or safe place.   | All  |
| Mobile phone distraction   | Mobile phone usage is not allowed in the Danger Zone.  Mobile phones may only be used in a safe place after informing the Protection Officer.   | All  |
|  |   |  |
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SWI Custodian: Maintenance Operation Manager City North Territory OFFICIAL
SWI Approver: Associate Director Network Operation UNCONTROLLED COPY WHEN PRINTED

First Aid kit

location:

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contact No.

| Workplace Supervisor Details |      |                 |  |
|------------------------------|------|-----------------|--|
|                              | name |                 |  |
| Emergency assembly point:    |      | SWMS/SWI Ref #: |  |

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 |
|-------|-----------|
|       |           |

| articipant Acknowledgement   |  |                                    |  |                                  |                                       |
|--|--|------------------------------------|--|----------------------------------|---------------------------------------|
| NO   | NOTE: Recipients of the briefing are to question the Briefer if they don't understand any part of this briefing. |                                    |  |                                  |                                       |
|  | vorkers listed below acknowledge   |                                    |  |                                  |                                       |
| have been inducted to the site     are free from the effects of alcohol/drugs/fatigue     are free from alcohol the effects of fatigue     hold the applicable and current Rail Safety Worker Authorisation, trade License and/or induction record e.g., Construction Industry Induction     must wear the appropriate Personal Protective Equipment (PPE) |  | 6.<br>7.<br>8.<br>9.               | . have been shown the Worksite Protection Plan diagram . understand the kinds and limits of worksite protection in place |                                  |                                       |
|  |  |                                    | not anni   | 'v                               |                                       |
| Mark each check box below with a tick ☑ if the item applies or a cross ☒ if the item does not 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 briefed on Safety Data Sheets (SDS)  have been briefed on the WHS Management plan.                             |                                  |                                       |
|  | have been instructed in the cont<br>SWMS/SWIs  | rols recorded in this document and |  | have been briefed on the hazards | of adjoining worksites/processes.     |
| Nan  | ne   | Signature                          | Time   | e of briefing:                   | Amendment briefing: hh:mm and initial |
|  |  |                                    | 1111.11  |                                  | Till.Tilli and initial                |
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Worksite Protection Plan - Working within Maintenance Centre or stabling yards.

| gnaller Details       | <u> </u>   |   |                          |                |  |  |  |
|-----------------------|--|---|--------------------------|----------------|--|--|--|
|                       | name   | Hornsby Main  |                          | 02 9701 1510   |  |  |  |
| otection Offic        | er Details   |   | ,                        |                |  |  |  |
|                       | name   | signature   | ]                        | contact No     |  |  |  |
|                       | RSW or RIW No.   | designation   | Planned duration         |                |  |  |  |
| Vorkplace Sup         | ervisor details:   |   |                          |                |  |  |  |
| ype of work:          | Track inspections and ma   | nintenance  |                          |                |  |  |  |
| Worksite Lo           | ocation (tick the tracks that apply)   |   |                          |                |  |  |  |
| On the                |  | Electrical Engineering siding   |                          |                |  |  |  |
|                       |  | No. 1 Down siding   |                          |                |  |  |  |
|                       |  | No. 2 Down siding   |                          |                |  |  |  |
| L                     |  |   |                          |                |  |  |  |
| between               | Clear of 551 Point   | s and End of T  | erminal Line (No. 2 Down | n Siding)      |  |  |  |
|                       | 1. Protection Offic  | •   | _                        |                |  |  |  |
| INSTRUCTIONS          | 1. Protection Offic  | er briefs workers about the worksite po<br>er contacts the Signaller at Hornsby Ma                | _                        |                |  |  |  |
|                       | normal position  | to prevent rail traffic entry into the No gineering siding.                                       |                          |                |  |  |  |
|                       | 3. Workers enter r   | ail corridor via double gate <b>N00 34.228</b>  | D in Hornsby Network     | Base compound. |  |  |  |
|                       | <ol> <li>Instruct Qualified Workers to clip and lock 551B points in the normal position on the North<br/>Down relief to exclude rail traffic from the worksite.</li> </ol>   |   |                          |                |  |  |  |
|                       | 5. If applicable, pro  | event any stabled rail traffic within the   | sidings from moving.     |                |  |  |  |
|                       | 6. Workers start w   | ork.  |                          |                |  |  |  |
|                       | 7. After work is co  | mpleted, move all workers and equipm  | ent into a safe place.   |                |  |  |  |
|                       | 8. Instruct Qualifie   | d Workers to remove point clip on <b>551</b>  | B points.                |                |  |  |  |
|                       |  | er contacts the Signaller at Hornsby Ma<br>been removed, workers and equipmer<br>d to be applied. |                          |                |  |  |  |
| ADDITIONAL<br>DETAILS | When clipping and locking <b>551B points</b> , it is critical that the Qualified Worker makes sure that the point are in the correct position (normal) to prevent the entry of rail traffic into the worksite. Qualified worker must also take into consideration that rail traffic can approach from either direction on the <b>North Down relief</b> when clipping and locking these points. |   | . Qualified workers      |                |  |  |  |

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#### **WORKSITE**



Image 1: View of buffer stop at Country End of Terminal Line for No. 1 Down siding



Image 2: View of buffer stop at Country End of Terminal Line for No. 2 Down siding

WORKSITE / **POINTS CLIPPED AND LOCKED** 

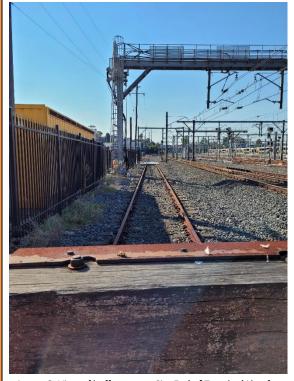


Image 3: View of buffer stop at City End of Terminal Line for No. 2 Down siding.

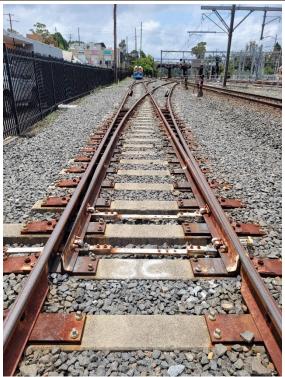


Image 4: View of 551A Points (labelled 3C) from within the No. 2 Down Siding.

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ACCESS / **EGRESS AND** LIVE ADJACENT LINE

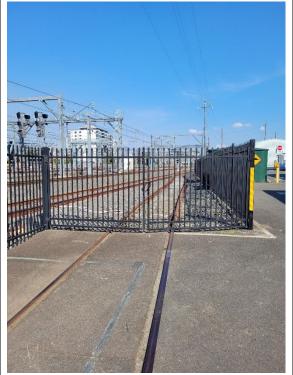


Image 5: Access/egress Gate N00 34.228 D (unmarked) into rail corridor from Hornsby Network Base compound.



Image 6: (Live adjacent line): View of 551B points in the normal position from **Down Relief** leading into worksite. These points are to be clipped and locked in the normal position to prevent entry into the worksite.

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Diagram **HORNSBY** HORNSBY SIGNAL COMPLEX Legend Worksite Safe place = Access / egress Emergency Assembly Point First aid kit location Points clipped and locked CARPARK

# Worksite Protection for Hornsby Down Sidings routine network maintenance activities



**Protection Officer's diary** 

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