

Lookout Working Worksite Protection for Shellharbour to Dunmore routine network maintenance activities

DOCUMENT NO.	D2023/7925		
WORK DESCRIPTION	Routine network maintenance activities		
WPP Number	SC18B 10326	SAP Code	RWPP6016
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: Engineering Hand signaller Level 1 or higher or Protection Officer Level 1 or higher.</p>		
SAFETY CONTROLS: Lookout working arrangements	<p>The nominated worksite location for Lookout Working includes the South Coast branch Line, Main Line, Loop Line, Works Siding & Boral Quarry Siding between 43.5 Home Signal and 43.6 Home Signal</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 and/or re-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>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 418 Wollongong - Bomaderry</i></p> <p><i>Lookout Working Prohibited Locations Register</i></p>		

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Protection Officer assessment checklist

Protection Officer's 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 		
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.

Safe Work Instruction

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Worksite Protection Pre-work Briefing

Briefing date: / /

Protection Officer Details

name signature contact No.

Work location:

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 	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 & Lookout
<ul style="list-style-type: none"> Live adjacent lines 	Lookouts must provide warning to workers when rail traffic is approaching from the adjacent line in either direction.	Protection Officer & Lookout
Two - way running / multiple entry points into worksite	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 & Lookout
Obstruction to Minimum Sighting Distance	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 & Lookout
Adjoining/Surrounding Worksites	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 & Lookout
Access to / Egress from worksite Slips, trips, falls and hazards carrying equipment	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
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"> 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) | <ol style="list-style-type: none"> 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 (<i>final site inspection must be conducted immediately before commencing work</i>) |
|--|--|

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 briefed on the SWMS/SWIs/documentated safe work practice for the job
<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
<input type="checkbox"/> have been briefed on Safety Data Sheets (SDS)
<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

Worksite Protection Plan – Lookout Working

Safe Work Instruction



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Signaller Details

Protection Officer Details

Planned duration

Workplace Supervisor details:

Type of work:

Worksite Location

On the

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.

7 sec	+	3 sec	+	10 sec	= Minimum Warning Time (MWT)	20 sec	85 km/h	473 metres
2 sec	+	3 sec	+	10 sec		15 sec	100 km/h	417 metres
2 sec	+	3 sec	+	10 sec		15 sec	60 km/h	250 metres
<i>See Time (S)</i>		<i>Move Time (M)</i>		<i>Safe Time</i>	<i>(S+M+10 sec = MWT)</i>	<i>Track speed</i>		<i>Minimum Sighting Distance as calculated</i>

* Add an additional 5 seconds of See Time if an additional Lookout is used

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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INSTRUCTIONS:

1. Workers enter the rail corridor via **Access Gate I00 110.760 D**
2. Protection Officer briefs workers about the worksite protection arrangements.
3. Protection Officer contacts **Wollongong Coast Panel** and tells the Signaller about the use of Lookout Working.
4. Establish Lookouts at designated locations.
5. Workers start work up to designated locations.
6. Workers move to safe place.
7. Re-establish Lookouts at next designated location.
8. Repeat steps 5-7 until work is complete.
9. Workers move to a safe place.
10. Recall lookouts.
11. Workers egress the worksite via **Access Gate on Down Cess Wollongong Side of Shellharbour Platforms**
12. Protection Officer contacts **Wollongong Coast Panel** to end Lookout Working.

ADDITIONAL DETAILS

Obstruction to Minimum Sighting Distance

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.

Multiple entry points / two-way running

South Coast Branch Line, Main Line and Loop Line are bidirectional lines. Rail traffic movements can occur in **any direction at any time** between **43.5 Signal and 43.6 Signal**

A Lookout is established for each direction of rail traffic approach and 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.

No work to take place between platforms under this RNMWPP, workers must access platforms and travel in a safe place when crossing platform limits.

No safe place within Shellharbour Junction platform limits

Workers must not work or walk on the portion of tracks within the platform limits.
Workers must walk on the platform.

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LOOKOUTS



Image 1: Additional Lookout - Wollongong side of worksite



Image 2: Primary Lookout view- Wollongong Side of Shellharbour



Image 3: Lookouts View facing Kiama from P2



Image 4: Lookouts View facing Wollongong at B Frame



Image 5: Lookouts view from B Frame facing Kiama on the Kiama side of the Worksite



Image 6: Lookouts View facing Kiama on the Boral Quarry Siding

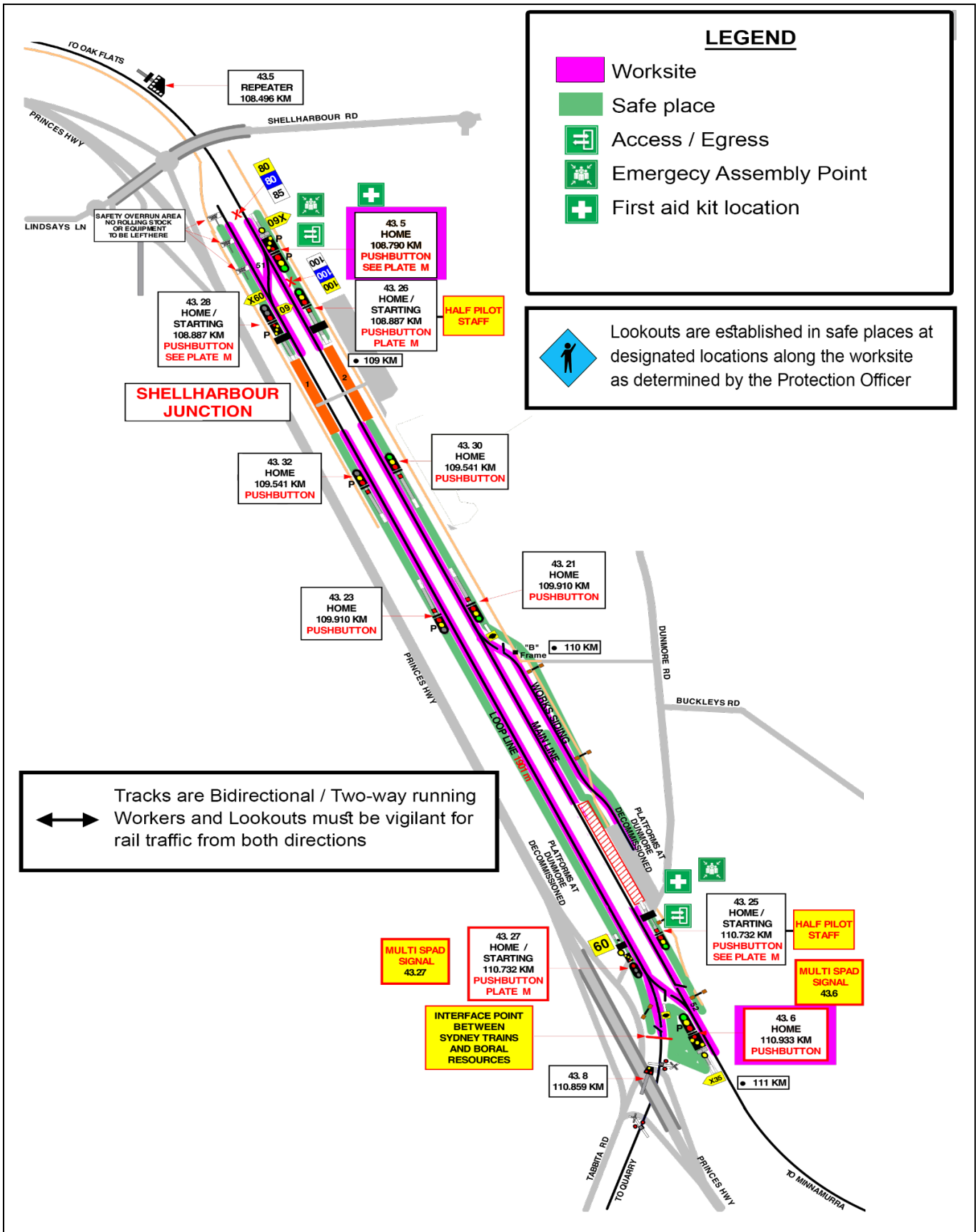


Image 7: Lookouts View Kiama side of Worksite facing Kiama



Image 8: Lookouts View Kiama Side of Worksite facing Wollongong

Diagram



Protection Officer's diary

Date	Time	Notes
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