

## Lookout Working Worksite Protection for Wollongong Yard routine network maintenance activities

<b>DOCUMENT NO.</b>	D2023/7919
<b>WORK DESCRIPTION</b>	Routine network maintenance activities
<b>WPP Number</b>	SC29B 11556
<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: Lookout working arrangements</b>	<p>The nominated worksite location for Lookout Working is a fixed worksite and includes the <b>Down Illawarra, Up Illawarra, No. 1 Up Siding, No. 2 Up Siding, No. 3 Up Siding, No.1 Down Siding, Down Bay &amp; Down Refuge Line</b> between <b>WG 475 D</b> and <b>WG 406 D Signal</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 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 418 Wollongong – Bomaderry (Nowra)</i></p> <p><i>Lookout Working Prohibited Locations Register</i></p>

**Protection Officer assessment checklist**

<b>Protection Officer's name:</b>		<b>Yes</b> (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: <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.*

**Worksite Protection Pre-work Briefing**

Briefing date:

**Protection Officer details**

<input type="text" value="name"/>	<input type="text" value="signature"/>	<input type="text" value="contact No."/>
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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>	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.	All
<b>Slips, trips, falls and hazards carrying equipment</b>	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





**Safe Work Instruction**



**Lookout Working Worksite Protection for Wollongong Yard routine network maintenance activities**

**Worksite Protection Plan – Lookout Working**

**Signaller Details**

<input type="text" value="name"/>	<b>Wollongong Panel</b>	<b>02 4223 5538</b>
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**Protection Officer Details**

<input type="text" value="name"/>	<input type="text" value="signature"/>	<input type="text" value="contact No."/>
<input type="text" value="RSW or RIW No."/>	<input type="text" value="designation"/>	Planned duration <input type="text"/>

Workplace Supervisor details:

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

<b>Worksite location</b>						
on the	<input type="text" value="Up Illawarra"/>	<input type="text" value="No. 1 Up Siding"/>	<input type="text" value="No. 2 Up Siding"/>	<input type="text" value="No. 3 Up Siding"/>	<input type="text" value="Perway Siding"/>	<input type="text" value="Up Bay"/>
between	<input type="text" value="WG 475 D"/>			and	<input type="text" value="WG 406 D"/>	
on the	<input type="text" value="Down Illawarra"/>	<input type="text" value="No. 1 Down Siding"/>	<input type="text" value="No. 2 Down Siding"/>	<input type="text" value="Down Bay"/>	<input type="text" value="Goods Siding"/>	
between	<input type="text" value="WG 475 D"/>			and	<input type="text" value="WG 406 D"/>	

**Worksite assessment**

Has the Lookout Working Prohibited Locations Register been consulted? Yes

**Warning method**

<input type="text" value="Horn/Whistle"/>	<input type="text" value="Touch"/>
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**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.

<input type="text" value="7 sec"/>	+	<input type="text" value="3 sec"/>	+	<input type="text" value="10 sec"/>	<b>= Minimum Warning Time (MWT)</b>	<input type="text" value="20 sec"/>	<input type="text" value="65 km/h"/>	<input type="text" value="362 metres"/>
<input type="text" value="2 sec"/>	+	<input type="text" value="3 sec"/>	+	<input type="text" value="10 sec"/>		<input type="text" value="15 sec"/>	<input type="text" value="90 km/h"/>	<input type="text" value="375 metres"/>
<input type="text" value="2 sec"/>	+	<input type="text" value="3 sec"/>	+	<input type="text" value="10 sec"/>		<input type="text" value="15 sec"/>	<input type="text" value="65 km/h"/>	<input type="text" value="271 metres"/>
<input type="text" value="2 sec"/>	+	<input type="text" value="8 sec"/>	+	<input type="text" value="10 sec"/>		<input type="text" value="20 sec"/>	<input type="text" value="65 km/h"/>	<input type="text" value="362 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>	

**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.

**Lookout Working Worksite Protection for Wollongong Yard routine network maintenance activities**



<p><b>INSTRUCTIONS:</b></p>	<ol style="list-style-type: none"> <li>1. Workers enter the rail corridor via <b>Access gate I00 82.554 U Denison St Wollongong</b></li> <li>2. Protection Officer briefs workers about the worksite protection arrangements.</li> <li>3. Protection Officer contacts <b>Wollongong Panel</b> and tells the Signaller about the use of Lookout Working.</li> <li>4. Establish Lookouts at designated locations.</li> <li>5. Workers start work up to designated locations.</li> <li>6. Workers move to safe place.</li> <li>7. Re-establish Lookouts at next designated location.</li> <li>8. Repeat steps 6-8 until work is complete.</li> <li>9. Workers move to a safe place.</li> <li>10. Recall lookouts.</li> <li>11. Workers egress the worksite via <b>Access gate I00 84.003 U Gladstone Ave Coniston</b></li> <li>12. Protection Officer contacts <b>Wollongong Panel</b> to end Lookout Working.</li> </ol>
<p><b>ADDITIONAL DETAILS</b></p>	<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>Work can only be done on portions of track highlighted in the diagram.</p> <p>No work can be done between Crown Street bridge and Platform 1 and Platform 2 at Wollongong Station under this Worksite Protection Plan.</p> <p>No work can be done on the Down Bay within the limits of the platform.</p>
<p><b>LOOKOUTS</b></p>	<div style="display: flex; justify-content: space-around;"> <div style="text-align: center;">  <p><b>Image 1:</b> Lookouts view – North Wollongong facing <b>Towradgi</b></p> </div> <div style="text-align: center;">  <p><b>Image 2:</b> Lookouts view – North Wollongong facing <b>Unanderra</b></p> </div> </div>



Image 3: Lookouts View – Platform 2 Wollongong Station facing Towradgi



Image 4: Lookout View – Down yard facing Unanderra



Image 5: Lookouts View – Wollongong Down Yard facing Towradgi

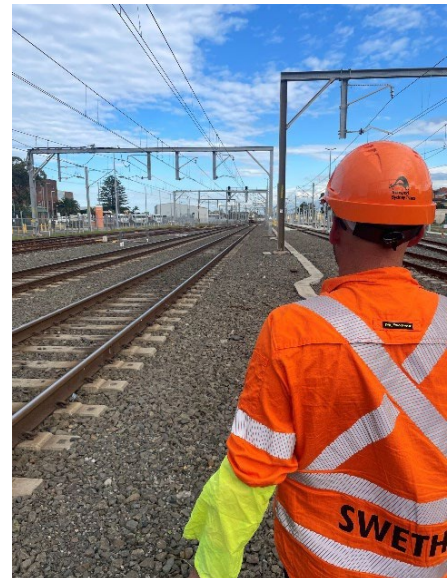


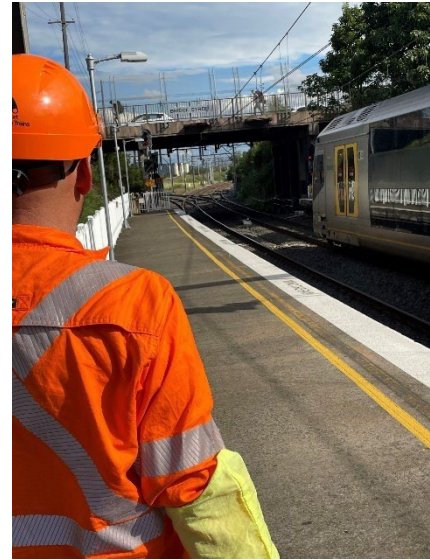
Image 6: Lookouts View – Wollongong Up Yard facing Unanderra



**Lookout Working Worksite Protection for Wollongong Yard  
routine network maintenance activities**



**Image 7:** Lookouts view - Wollongong Up Yard facing Towradgi



**Image 8:** Additional Lookouts View – Coniston Platform 2



**Image 9:** Lookouts View- Primary & Additional Coniston Platform 2

**Diagram**

# Lookout Working Worksite Protection for Wollongong Yard routine network maintenance activities



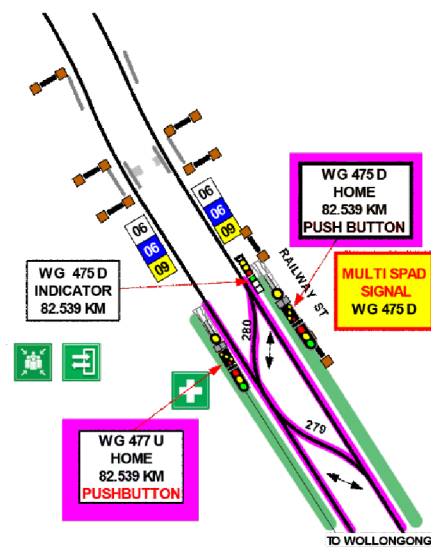
Tracks are Bidirectional / Two-way running  
Workers and Lookouts must be vigilant for rail traffic from both directions



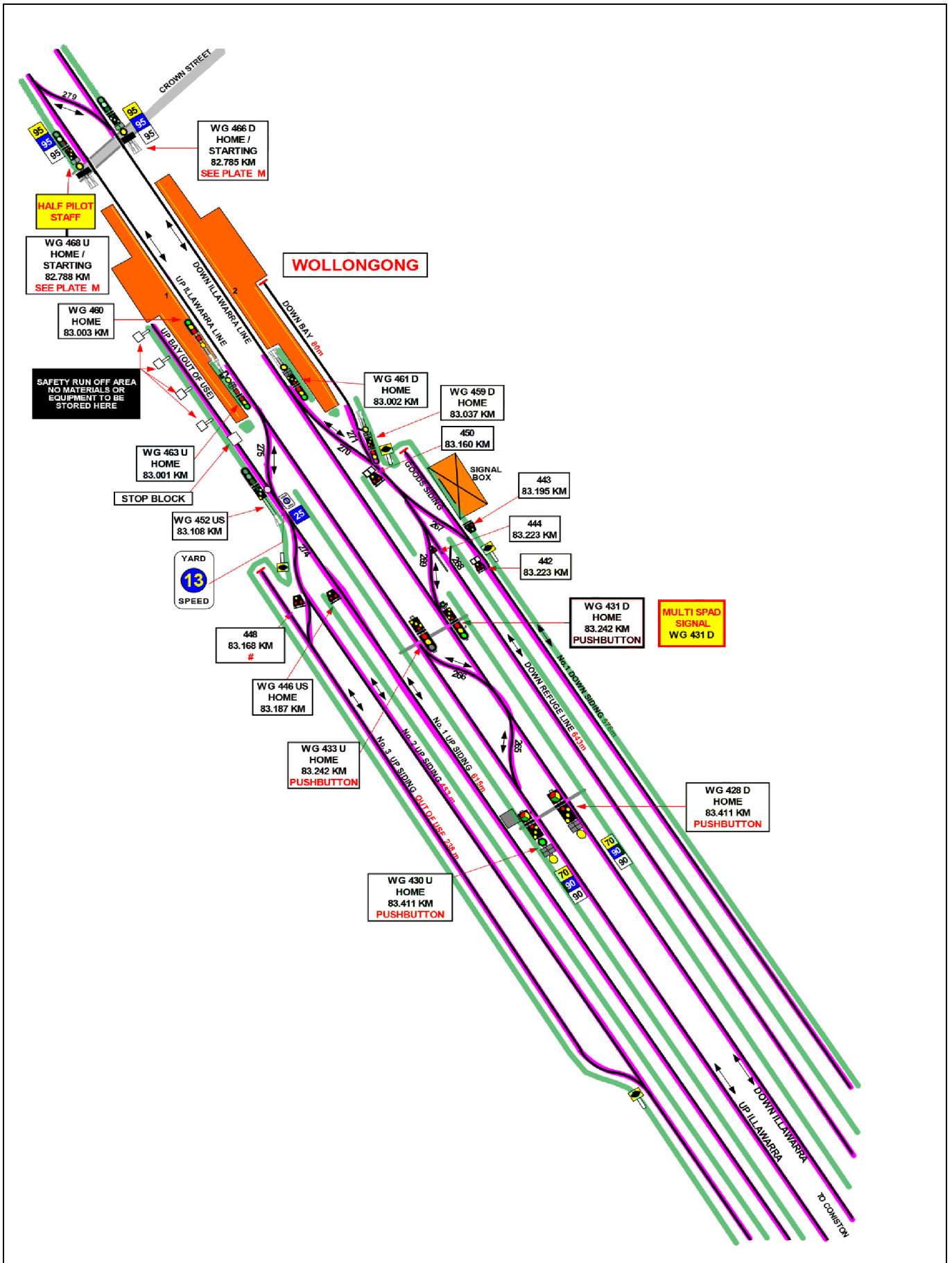
Lookouts are established in safe places at designated locations along the worksite as determined by the Protection Officer

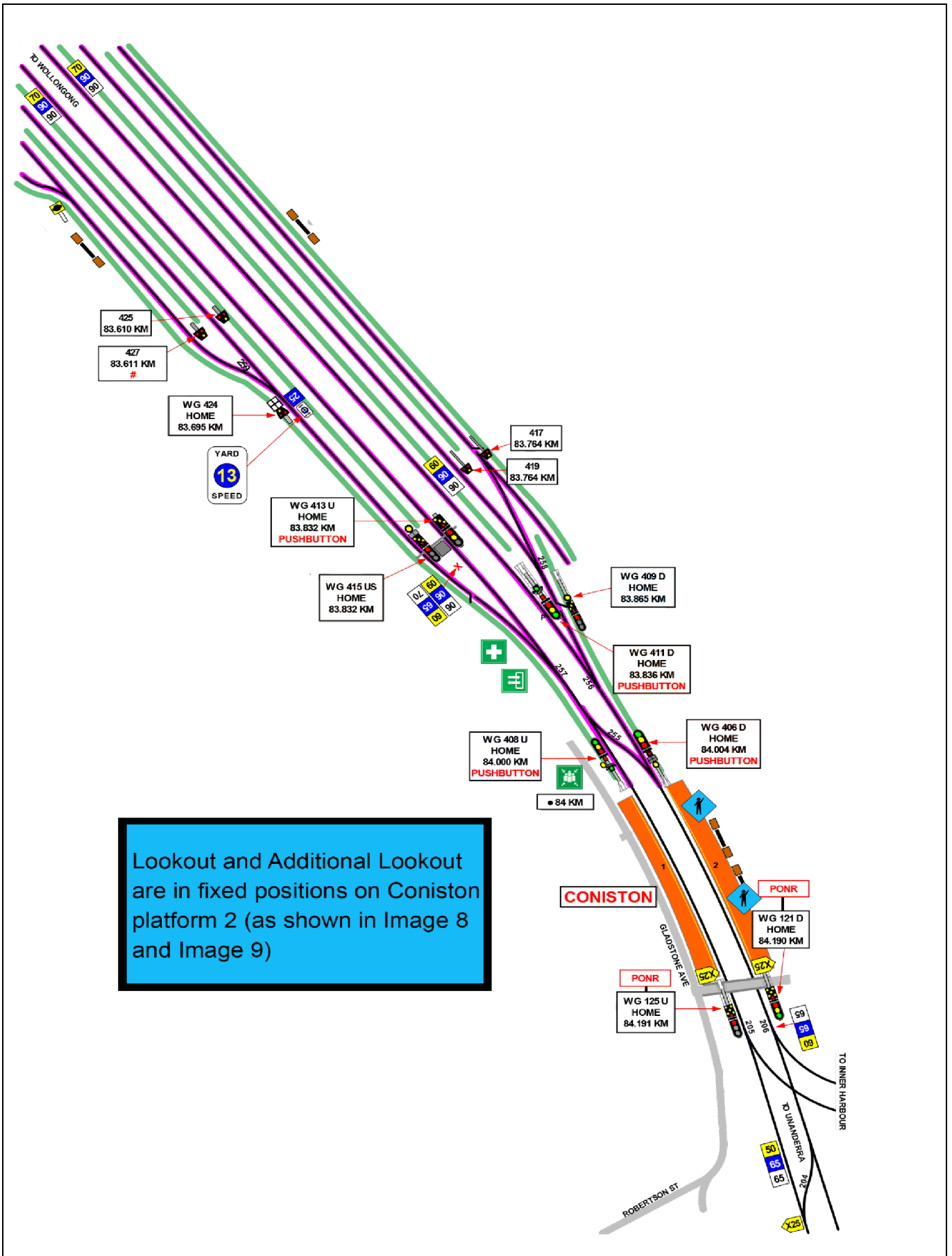
### LEGEND

- Worksite
- Safe place
- Access / Egress
- Emergency Assembly Point
- First aid kit location
- Lookout



# Lookout Working Worksite Protection for Wollongong Yard routine network maintenance activities





Protection Officer's diary

SWI Custodian: Maintenance Operations Manager South Coast Territory  
SWI Approver: Associate Director Network Operation

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