

DOCUMENT NO.	D2022/3676
WORK DESCRIPTION	Routine network maintenance activities- MMC-Lookout Working (moving worksite)
WPP Number	CS10B 10896
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</p> <p>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 All tracks at the Mortdale Maintenance Centre between Termination (Shunt Neck and End of terminal line (MMC Shed)</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>NGE 200 Walking in the Danger Zone</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>Lookout Working prohibited locations register.</i></p> <p><i>Lookout Working Prohibited Location Register Mortdale Yard Site Induction</i></p> <p><i>NLA 400 Central to Sutherland</i></p>

Safe Work Instruction**Lookout Working Worksite Protection for Mortdale Maintenance Centre
Routine Network Maintenance Activities****Protection Officer assessment checklist**

Protection Officer name:		Yes <i>(Tick if Yes)</i>
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"> 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

**Lookout Working Worksite Protection for Mortdale Maintenance Centre
Routine Network Maintenance Activities**



Worksite Protection Pre-work Briefing

Briefing date: / /

Protection Officer details

name signature contact No.

Work location: **All Tracks within Mortdale Maintenance Centre**

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
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
Adjacent live 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	Lookouts must be placed watching each direction before work starts. Lookouts are to warn workers of approaching rail traffic, including rail traffic entering, stabling or travelling within the worksite. Workers are to stop work and move to a safe place once warned.	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

**Lookout Working Worksite Protection for Mortdale Maintenance Centre
Routine Network Maintenance Activities**



Worksite Protection Plan – Lookout Working

Signaller Details

<input type="text" value="name"/>	<input type="text" value="Hurstville Panel"/>	<input type="text" value="02 8568 3436"/>
-----------------------------------	---	---

Mortdale Shift Manager Details

<input type="text" value="name"/>	<input type="text" value="Mortdale Maintenance Centre"/>	<input type="text" value="02 9563 7805"/>
-----------------------------------	--	---

Protection Officer Details

<input type="text" value="name"/>	<input type="text" value="signature"/>	<input type="text" value="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:

Worksite Location

On the

All tracks within MMC includes

- 1-10 Roads
- 11-12 Elevated Road
- Wash Road
- Loop Road
- Arrival and Departure Road
- Shunting Neck
- Neck Road

between and

Worksite Assessment

Has the Lookout Working Prohibited Locations Register been consulted? Yes

Warning method

Whistle/Horn Voice/Touch

Minimum Warning Time Calculations

Maximum track speed

Number of Lookouts used Position of Lookouts to **Note** - Lookouts are relocated to positions within these km's as workers move along the worksite.

Number of additional Lookouts* used Position of Lookouts

2 sec	+	3 sec	+	10 sec	= Minimum Warning Time (MWT)	15 sec	35 km/h	146 metres	* Add an additional 5 seconds of See Time if an additional Lookout is used
2 sec	+	3 sec	+	10 sec		15 sec	15 km/h	63 metres	
2 sec	+	3 sec	+	10 sec		15 sec	8 km/h	34 metres	
sec	+	sec	+	10 sec		sec	km/h	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.

**Lookout Working Worksite Protection for Mortdale Maintenance Centre
Routine Network Maintenance Activities**

INSTRUCTIONS:

1. Access **Mortdale Yard** via Access Gate off **Hurstville Road**, or Train Crewing Access Gate (*100 17.158 D*) off **Coleborne Ave**.
2. Protection Officer briefs workers about the worksite protection arrangements.
3. Protection Officer and all workers are to Sign in at the **Mortdale Yard Security Office/ Sine Pro App** off **Hurstville Road**.
4. Protection Officer contacts **Hurstville Panel** to inform the Signaller of the use of Lookout Working on **All Tracks** at the entry end of **Mortdale Maintenance Centre**.
5. Protection Officer to Sign on with **Mortdale Shift Manager** and **Shunter**.
6. Establish lookout at designated locations.
7. Workers start work up to designated locations.
8. Workers move to safe places.
9. Re-establish the Lookouts at the next designated locations.
10. Repeats steps 7-10 until the work is complete.
11. Workers move to a safe place.
12. Recall Lookouts.
13. Protection Officer to Sign off with **Mortdale Shift Manager** and **Shunter**.
14. Protection Officer and All Workers are to Sign Out at the **Mortdale Yard Security Office & Sine Pro App**.
15. Exit via Train Crewing access gate (*100 17.158 D*) off Coleborne or via Mortdale Maintenance Centre carpark off **Hurstville Road**.
16. Protection Officer to end Lookout Working by contacting **Hurstville Panel** to tell the Signaller that work is complete, and all workers and equipment are in a safe place.

**ADDITIONAL
DETAILS**

Obstruction to Minimum Sighting Distance

Stabled rail traffic may obstruct the Lookouts minimum sighting distance requirements. When this hazard is identified, workers must stop work and move to a safe place until the Protection Officer makes an assessment and repositions Lookouts to achieve the required Minimum Sighting Distance.

Multiple entry points

Tracks are to be treated as bidirectional. Lookouts are placed to watch for rail traffic approaching from both directions. Rail traffic movements on other tracks may also obstruct minimum sighting distance requirements. When this is identified, workers must stop work and move to a safe place until the Protection Officer makes an assessment and repositions Lookouts to achieve the required Minimum Sighting Distance.

Signaller and Yard Master Limits

Protection Officers should be aware of the limits of the Signaller and Yard Master. Where they are STOP signs located next to each individual track, marks the limit of the where the Signaller’s authority ends, and the Yard Master’s authority begins. The Protection must speak to the appropriate person prior to commencing work in that area.

Lookout Working Prohibited Locations - (For Illawarra Main Lines)

Up and Down Illawarra’s Between 16.000km and 19.246km – Inadequate Sighting Distance and No Safe Place.

Lookout Working Prohibited on Main Line. Higher form of protection required to access Up and Down Illawarra’s.

Protection Officer to ensure all workers and equipment keep clear when working on the adjacent tracks.

IMAGES

Image 3: Mortdale yard Security Office



Image 4: Mortdale Yard Shift Manager's Office to the Left



IMAGES

Image 5: Mortdale Yard Shift Manager's Office



Image 6: View towards 1 & 2 platforms Mortdale. SM1036 signal indicating the start of the Signaller's limits.



LOOKOUTS

Image 7: View towards MMC Shed. Inclusive of **STOP** signs indicating the end of the signaller's authority and the beginning of the Yard Master's authority.

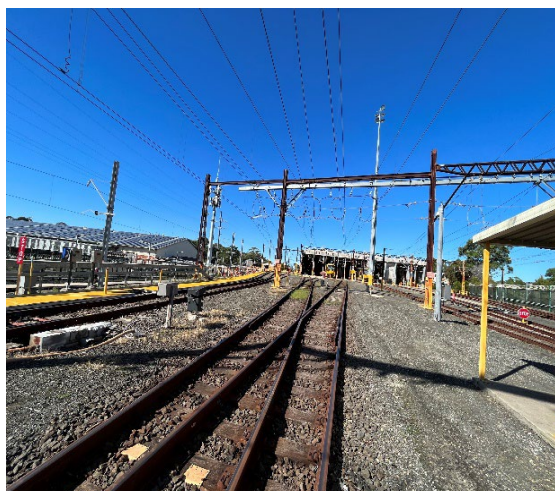
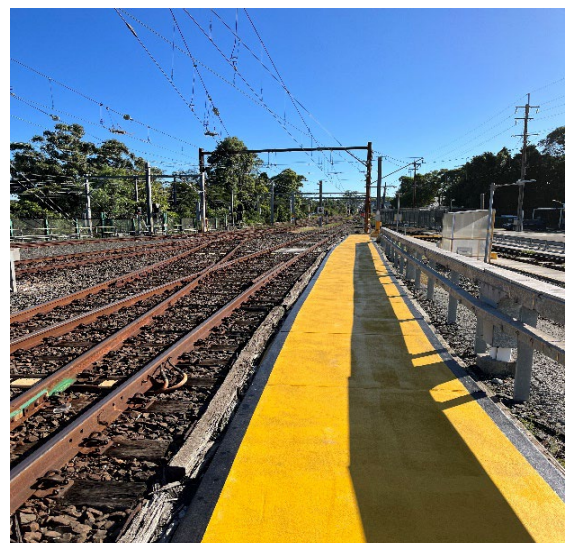


Image 8: View towards Platform 1 & 2 Mortdale

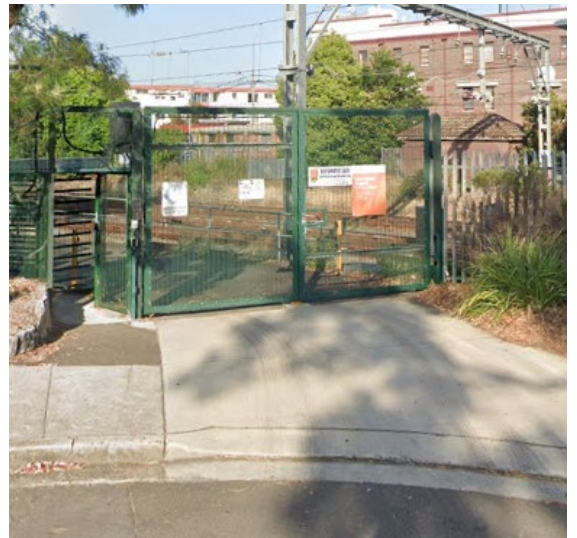


ACCESS/
EGRESS

Image 1: Mortdale Yard Access off Hurstville Road.



Image 2: Mortdale Yard Access of Coleborne Ave



Diagram

