

work on track

Local Possession Authority

Purpose

To prescribe the rules for authorising, issuing and using a Local Possession Authority (LPA).

General

An LPA authorises the closure of a defined portion of track for a specified period.

An LPA gives exclusive occupancy for the defined portion of track.

An LPA is issued exclusively to the Possession Protection Officer.

The Possession Protection Officer and Protection Officers must make safety assessments as described in *NWT 300 Planning work in the Rail Corridor*.

A number of separate worksites and their associated rail traffic and equipment may occupy the portion of track defined by an LPA.

Work within the portion of track included in the LPA limits must be done only with the agreement of the Possession Protection Officer.

Unless advertised in the *Network Local Appendix* the intention to take an LPA must be advertised in a *Special Train Notice* at least 7 days in advance.

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Authorisation

Only Network Controllers may authorise an LPA for track under their control.

If the proposed limits of an LPA affect more than one Network Controller, the affected Network Controllers must agree on who will be the Coordinating Network Controller. The Coordinating Network Controller must authorise the LPA.

The Network Controller must make sure that Signallers responsible for the affected area, and the Possession Protection Officer, are aware of the protection arrangements.

The Network Controller must record, in permanent form, the details of an LPA before authorising the possession.

A form is not required.

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Issue of an LPA

Only Network Controllers may issue an LPA.

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Possession Protection Officer

At all times, there must be a nominated Possession Protection Officer for the LPA.

Arrangements for a Track Work Authority (TWA) or Track Occupancy Authority (TOA) to adjoin an LPA must be agreed to by the Possession Protection Officer.

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The Possession Protection Officer must:

- get the LPA
 - be responsible for the protection of workers from rail traffic
 - make sure that the LPA is protected against the entry and exit of unauthorised rail traffic
 - make sure that each worksite under the LPA has a Protection Officer while work is being performed
 - establish effective communication with Protection Officers
 - make sure that Protection Officers keep the tracks between worksites and protecting locations clear of obstructions
 - coordinate the protection of all worksites within the LPA limits
 - make sure that work in the Danger Zone does not begin before the required safety measures are in place
 - coordinate the movement of rail traffic within the LPA.
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Protection Officer

If the LPA includes more than one worksite, a Protection Officer must be on duty at each worksite when work is being done.

Each Protection Officer:

- must have effective communication with the Possession Protection Officer.
 - must comply with the Possession Protection Officer's instructions
 - is responsible for the protection of workers at the worksite from rail traffic
 - must make sure that tracks between the worksite and protecting locations remain unobstructed
 - Protection Officers must tell workers about the kinds and limits of protection in place:
 - before work begins
 - if the protection arrangements change
 - before additional workers join the worksite.
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Protecting the LPA limits

Signallers must apply blocking facilities to prevent unauthorised rail traffic from entering the LPA.

The Possession Protection Officer must make sure that all points of entry into the portions of track within the LPA limits are protected against unauthorised rail traffic movements.

Railway track signals must be placed at all points of entry to the LPA or 2500m from the worksite if this is more practicable.

Half-staff

If practicable, the Possession Protection Officer must arrange for signals at the limits of the LPA to be set at STOP by taking one or more half-staffs and securing them for the period of the LPA.

The Signaller must record, in permanent form, details about half-staffs that have been secured.

Terminal lines and balloon loops

If the Signaller tells the Possession Protection Officer that there is no planned rail traffic movement between the worksites and the end of a terminal line or balloon loop, railway track signal protection from that direction is not required.

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Protecting worksites

Unless otherwise specified in this Rule, worksites must have three railway track signals and red flags/red lights placed at least 500m from each end.

Worksites within 500m of LPA limits

Railway track signals and red flags/red lights are not required between a worksite and an LPA limit if the distance between the signal protecting the LPA limits and the worksite is less than 500m, and:

- points have been secured to prevent access to the portion of track within the LPA limits, or
- a work on track authority for track adjoining the LPA limit has been authorised for the period of the work.

Multiple worksites

Worksites less than 500m apart must be protected and managed as a single worksite.

If worksites are between 500m and 1000m apart:

- three railway track signals must be placed midway between the worksites
- a red flag/red light must be placed next to the middle railway track signals.

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Lookout Working

If a safety assessment shows that it is safe, Lookout Working may be used as a safety measure within the limits of an LPA for work:

- not requiring tools, or
- using tools which can be easily and immediately removed from the track by one person and are:
 - light, non-powered hand tools
 - light, battery powered tools or devices.

Lookout Working must be implemented in accordance with *NWT 310 Lookout Working*.



WARNING

Work on the overhead wiring, or work that breaks the track or alters track geometry or structure must not be done using Lookout Working as the only safety measure.

Rail traffic

Only rail traffic associated with an LPA may enter the LPA limits.

Other rail traffic may cross the LPA to enter or exit a balloon loop or siding, but only with the Possession Protection Officer's agreement.

The Possession Protection Officer or delegate must manage all rail traffic movement within the LPA.

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Adjacent lines

If the safety assessment indicates that workers need to be protected from rail traffic on adjacent lines, the Possession Protection Officer must arrange for Protection Officers to implement safety measures in accordance with *NPR 712 Protecting work from rail traffic on adjacent lines*.

The Protection Officers may arrange for the speed of rail traffic on adjacent lines to be restricted.

Piloting

The Possession Protection Officer or a delegate must act as the Pilot.

Entering and travelling within LPA limits

Rail traffic that is associated with the LPA must be piloted when entering or travelling within the LPA limits:

- from the controlled absolute signal protecting the LPA limits, or
- if there are no controlled absolute signals, rail traffic from the entry to the section.

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Departing the LPA limits

Rail traffic must depart from the LPA limits only on the Signaller's authority.

Liaison

The Possession Protection Officer must be the only point of contact between Signallers and work groups for matters of worksite protection.

The Possession Protection Officer must:

- tell affected Signallers about the protection arrangements at the LPA limits
- tell affected Signallers about protection arrangements on the lines adjacent to the LPA
- tell affected Signallers about work progress
- if necessary, seek an extension of time
- arrange for the movement of rail traffic associated with the LPA.

Change of Possession Protection Officer

An outgoing Possession Protection Officer must tell an incoming Possession Protection Officer about the LPA and worksite protection arrangements.

The incoming Possession Protection Officer must:

- tell affected Signallers about the changed contact details
 - make a permanent record of the handover of the LPA.
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Fulfilling the LPA

An LPA may be:

- fulfilled for the entire portion of track included in the LPA, or
- fulfilled progressively for one or more advertised track possessions included in the LPA.

An LPA may be fulfilled only when the Possession Protection Officer:

- arranges for work to continue under another work on track authority or work on track method, or
- tells the Network Controller that:
 - the worksite has been cleared
 - protection has been removed
 - half-staffs have been returned
 - the portion of track included in the LPA has been certified as available for use.

The Possession Protection Officer must tell affected Signallers about operating restrictions that have been placed or removed.

If arrangements have been made to continue work under another work on track authority, the Possession Protection Officer must make sure that the protection for the LPA is not removed until the new work on track authority is issued and the required protection is in place.

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Keeping records

Network Controllers and Signallers must record the LPA details in permanent form.

The Possession Protection Officers and Protection Officer must record, in permanent form:

- the LPA details
- protection arrangements for worksites
- any communication details about:
 - current protection arrangements
 - changes to the protection arrangements.

Network Procedures

- NPR 700 Using a Local Possession Authority*
- NPR 701 Using a Track Occupancy Authority*
- NPR 702 Using a Track Work Authority*
- NPR 707 Clipping points*
- NPR 709 Using railway track signals*
- NPR 710 Piloting rail traffic*
- NPR 712 Protecting work from rail traffic on adjacent lines*

Effective date

30 September 2018