

DOCUMENT NO.	D2021/29550
WORK DESCRIPTION	Routine network maintenance activities – City Circle (Lookout working)
WPP Number	CE2B 10169
SCOPE:	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.
	City Inner and City Outer Lines from Central Station through to Circular Quay Station and looping back to Central Station.
	 Work activities include: 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:	Protection Officer: Protection Officer Level 1 or higher
	Lookout: Handsignaller Level 1 or higher and/or Protection Officer Level 1 or higher.
	The nominated worksite location is:
SAFETY CONTROLS – Lookout Working	Up and Down City Inner and Up and Down City Outer Lines between SY 377 DCO Signal and SY 350 CO
arrangements:	Signal 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.
	As work moves along the track, the Protection Officer must assess the new location and:
	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.
	 Make sure workers are not walking in more than 2 person groups. Groups must be space 10m apart.
	Instruct Lookouts to use warning lights to provide as a safety measure when inside tunnel areas
PRESTART	Protection Officer Assessment checklist must be completed before instructions in this SWI are followed. Tools and equipment required:
REQUIREMENTS:	Protection Officer requires a phone to contact the Signaller.
	 Lookouts require a high-visibility arm sleeve and a whistle / horn.
FURTHER	NWT 300 Planning work in the Rail Corridor
INFORMATION:	NWT 310 Lookout Working
	NGE 200 Walking in the Danger Zone
	NPR 711 Using Lookouts
	NPR 751 Calculating Minimum Warning Time
	NPR 712 Protecting work from rail traffic on adjacent lines
	NLA 104 City Circle
	Lookout Working Prohibited Locations Register
	LOUNCAL WOLKING Frombited Locations Negister

Lookout Working Worksite Protection for City Circle Routine Network Maintenance Activities



Protection Officer assessment checklist					
Protection Officer's name:	Yes (Tick if Yes)				
This document has not expired 12 months					
SWI details and protection arrangements location, including:	have been reviewed and validated for the	assessed worksite			
 On-site safety assessment has be The required protection details, of SWI 					
This document has not expired 12 months beyond the issue date.					
Corridor Safety Number	Protection Officer Signature	Da	te		

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

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rotection Officer details	signature	contact No
Work location:		
Scope of work:		
Worksite protection: Lookout Working	Refer to Worksite Protect	tion Plan for details
Hazards (e.g. environment, plant, equipment, human error)	Controls (to be implemented to eliminate or reduce the risk to the lowest practicable level)	Person responsible for Control
	Lookouts must be trained and competent to perform lookout duties.	Protection Officer and
	Lookouts must be rotated if performing lookout duties for extended periods of time	Lookout
Approaching rail traffic	Workers to remain within worksite limits as set out in this procedure.	
	Lookouts must be placed as per the protection plan attached to this document.	
	Workers are to stop work and move to a safe place immediately on being warned by the Lookouts	
Adjacent live lines	Lookouts must provide warning to workers when rail traffic is approaching from the adjacent line in either direction.	Protection Officer and Lookout
Obstruction to Minimum Sighting Distance	Lookouts must provide warning to the workers whenever their line of sight is obstructed by passing rail traffic and/or any other obstructions. Workers must stop work and move to a safe place and reassess positioning and method.	Protection Officer and Lookout
Refuge limitations (Man holes)	Workers must not walk in more than 2 person groups. Groups must be spaced 10m apart. Protection Officer will designate each individual's refuge safe place to move to when the Lookout provides warning.	Protection Officer
No easily reachable Safe Place within station platform limits	No work or walking through station platform limits. Higher level of protection required to access.	All
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.	Protection Officer and Lookout
	Lookouts must provide warning if their line of sight is obstructed by adjoining/surrounding worksites.	
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.	All
Access to / Egress from worksite	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	All

and exit points.

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Mobile phone distraction	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
A final site inspection has been conducted immediates	by before commencing work, and any new bazards and controls by	ovo boon included

Workplace Supervisor details

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	name	signature		contact No.
Yes	the Workplace Supervisor acknowledges	that the Protection Officer will arrange worksite protection a	as required	

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:

- 1. hold the applicable and current Rail Safety Worker Authorisation
- 2. have been briefed on the identified hazards and controls
- 3. have been briefed on the risks from adjacent lines and/or worksites
- 4. have been briefed on the planned worksite protection
- 5. understand the limits of the worksite
- 6. have been briefed on the contents of the Worksite Protection Plan
- 7. have been shown the worksite protection diagram or map

Name	Signature	Time of briefing: hh:mm	Amendment briefing: hh:mm and initial

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	RSW or RIW	No.		desig	nation	Planned du	uration	
orkplace Supe	ervisor details:							
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Worksite loc	cation							
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Diagrams, notes and detailed instructions 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 City Circle Routine Network Maintenance Activities



INSTRUCTIONS:

- 1. Protection Officer contacts East Panel to tell the Signaller of the use of Lookout Working in the City Circle.
- Workers enter the rail corridor via any station in the City Circle or via access pads at Circular Quay and Goulburn Street Portal.
- 3. Place Lookouts at designated locations.
- 4. Workers start work up to the position of the Lookout.
- 5. Workers move to designated safe places.
- 6. Re-establish Lookouts at the next designated locations.
- 7. Repeats steps 4 6 until the work is complete.
- 8. Move workers into a designated safe place.
- 9. Move Lookouts into a safe place and egress the worksite at the designated exit location.
- 10. Protection Officer Ends Lookout Working by contacting East Panel to tell the Signaller that work is complete and all workers and equipment are in a safe place.

ADDITIONAL DETAILS

Refuge limitations (man holes)

Man hole safe places have limited space for up to 2 persons. Workers must not walk in more than 2 person groups. Groups must be spaced 10m apart.

The Protection Officer must designate which man holes are to be used by whom when the Lookout warns of approaching rail traffic.

Lookout Working Prohibited Locations

City Circle- All tracks between 0.000 KM to 5.892 KM - Lookout Working Prohibited in platform areas.

There are no safe places in the platform areas. Workers must stop work and move onto the platform when the workers reach the station platforms.

The Up and Down Shore, Up and Down City Inner, and Down City Outer lines between 0.035 KM to 0.481 KM is a Lookout Working Prohibited Location due to lack of achievable MWT.

WARNING LIGHTS

Warning lights may be used as a safety measure within tunnel areas in accordance with NLA 104 - City Circle.

PHOTOS

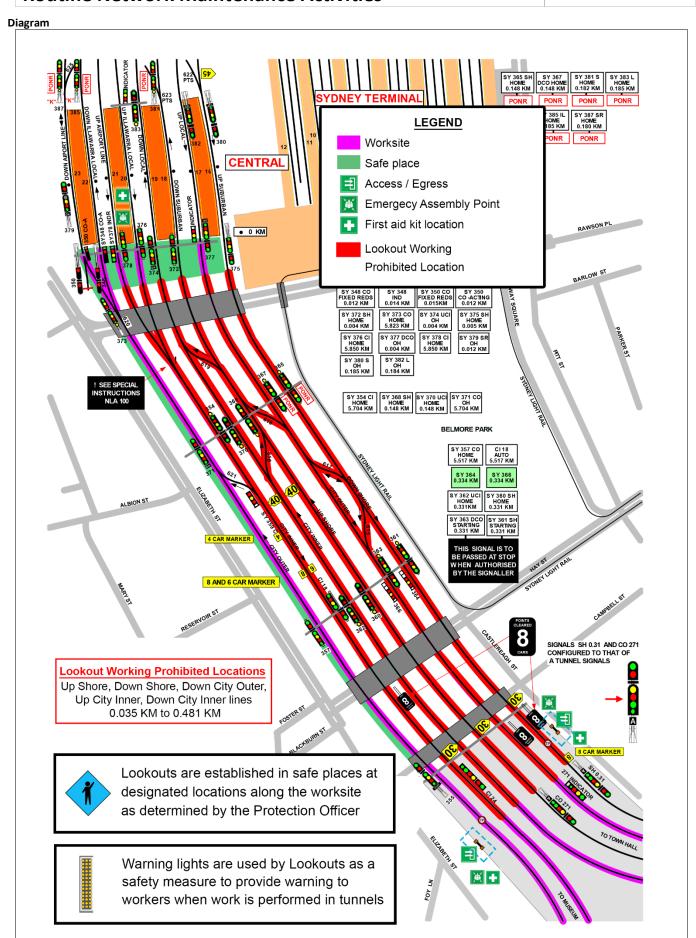


Image 1: Example of warning light at Goulbourn Street Portal

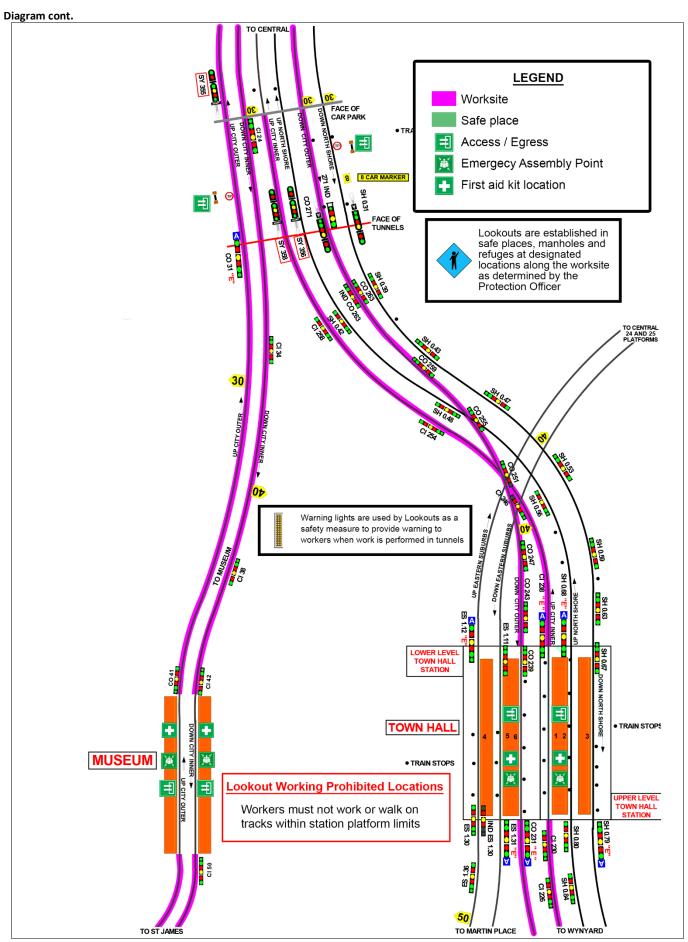


Image 2: Access by the pad at Circular Quay

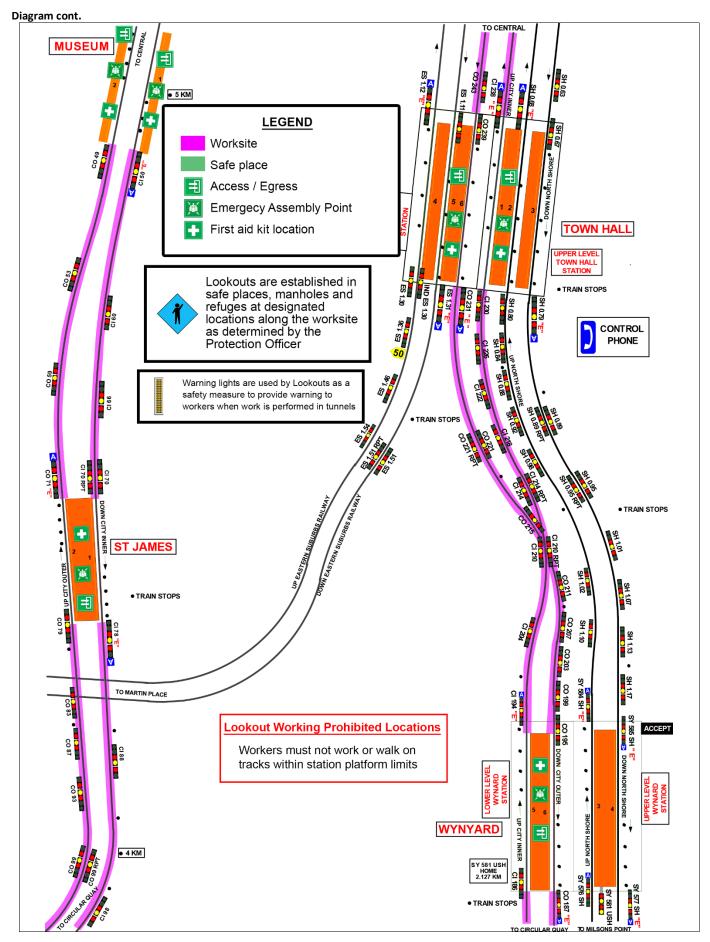












Lookout Working Worksite Protection for City Circle Routine Network Maintenance Activities



Diagram cont. TO TOWN HALL **LEGEND ST JAMES** Worksite Safe place Access / Egress • TRAIN STOPS **Emergecy Assembly Point** First aid kit location WYNYARD ● 2 KM LOWER LEVEL CO 83 Lookouts are established in • TRAIN STOPS safe places, manholes and refuges at designated locations along the worksite as determined by the Protection Officer CO 93 Warning lights are used by Lookouts as a • 4 KM safety measure to provide warning to workers when work is performed in tunnels **Lookout Working Prohibited Locations** Workers must not work or walk on tracks within station platform limits **CIRCULAR QUAY** • 3 KM CO 149 CO 155 • TRAIN STOPS



Date Time Notes Interpretation of the content of	rotection	Officer's dia	ry
	Date	Time	Notes
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