


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

WORK DESCRIPTION	Routine network maintenance activities - Mortdale Maintenance Centre (MMC) - Lookout Working
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>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>Mortdale Yard Site Induction</i></p> <p><i>NLA 404 Hurstville</i></p>

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Protection Officer assessment checklist		
Protection Officer's 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.*

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Worksite Protection Pre-work Briefing

Briefing date:

Protection Officer details

Work location:

Scope of work:

Worksite protection: Refer to Worksite Protection Plan for details

Hazards <small>(e.g. environment, plant, equipment, human error)</small>	Controls <small>(to be implemented to eliminate or reduce the risk to the lowest practicable level)</small>	Person responsible for Control
Approaching rail traffic	<ul style="list-style-type: none"> 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
Live adjacent lines	<ul style="list-style-type: none"> Lookouts must provide warning to workers when rail traffic is approaching from the adjacent line in either direction. 	Protection Officer and Lookout
Two - way running / multiple entry points into worksite	<ul style="list-style-type: none"> 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
Obstruction to Minimum Sighting Distance	<ul style="list-style-type: none"> 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
Adjoining/Surrounding Worksites	<ul style="list-style-type: none"> 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
Access to / Egress from worksite	<ul style="list-style-type: none"> 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
Slips, trips, falls and hazards carrying equipment	<ul style="list-style-type: none"> 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
Mobile phone	<ul style="list-style-type: none"> 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 immediately before commencing work, and any new hazards and controls have been included.

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Worksite Protection Plan – Lookout Working

Signaller details

name	Hurstville Panel	02 8568 3436
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Mortdale Shift Manager details

name	Mortdale Maintenance Centre	02 9563 7805
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Protection Officer details

name	signature	contact no.
RSW or RIW No.	designation	Planned duration

Workplace Supervisor details:

Type of work:

Worksite location

on the All Tracks within Mortdale Maintenance Centre

All Tracks Within MMC includes • 1-10 Roads • 11-12 Elevated Road • Wash Road	• Loop Road • Arrival and Departure Road	• Shunting Neck • Neck Road
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between End of Terminal Line (Shunting Neck) and End of Terminal Line (MMC Shed)

Worksite assessment

The Lookout Working Prohibited Locations Register been consulted Yes

Warning method

Horn	Whistle	Voice
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Minimum Warning Time Calculations

Maximum track speed 35km/h

Number of Lookouts used 1 Position of Lookouts 17.222km to 18.000km

Number of additional Lookouts* used Position of Lookouts km to km

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

Note - Lookouts are relocated to positions within these KMs as workers move along the worksite.

2 sec	+	3 sec	+	10 sec	= Minimum Warning Time (MWT)	15 sec	35 km/h	146 metres
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
<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: Up and Down cess, Open 6 feet, behind fixed structures and designated walkways

Workers: Up and Down cess, Open 6 feet, behind fixed structures and designated walkways

Ensure the workers have been briefed about these work details Yes

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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.

INSTRUCTIONS:	<ol style="list-style-type: none"> 1. Workers enter the rail corridor 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. The Protection Officer and all workers must sign in at the Mortdale Yard Security Office off Hurstville Road and via the Sine Pro app 4. Protection Officer contacts Hurstville Panel and tells the Signaller about the use of Lookout Working on all tracks at the entry end of Mortdale Maintenance Centre 5. The Protection Officer must sign on with both Mortdale Shift Manager and the Shunter. 6. Establish Lookouts at designated locations. 7. Workers start work up to designated locations. 8. Workers move to safe place. 9. Re-establish Lookouts at next designated location. 10. Repeat steps 6-9 until work is complete. 11. Workers move to a safe place. 12. Recall lookouts. 13. The Protection Officer will sign off with both the Mortdale Shift Manager and Shunter. 14. The Protection Officer and All Workers are required to sign Out at the Mortdale Yard Security Office & Sine Pro app. 15. Workers egress the worksite via Train Crewing access gate (100 17.158 D) off Coleborne Ave or through the Mortdale Maintenance Centre carpark off Hurstville Road. 16. Protection Officer contacts Hurstville Panel to end Lookout Working.
ADDITIONAL DETAILS	<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><u>Multiple entry points</u></p> <p>Tracks should be treated as bidirectional, with Lookouts positioned to monitor rail traffic from both directions. Rail traffic on adjacent tracks may also obstruct the minimum sighting distance requirements. In such cases, workers must cease work and relocate to a safe area until the Protection Officer conducts an assessment and repositions the Lookouts to ensure the minimum sighting distance is met.</p> <p><u>Signaller and Yard Master Limits</u></p> <p>Protection Officers should be aware of the boundaries between the Signaller's and Yard Master's authority. STOP signs placed next to each track indicate the point where the Signaller's authority ends, and the Yard Master's authority begins. Before commencing work in that area, the Protection Officer must consult with the appropriate individual to ensure proper coordination and safety.</p> <p><u>Lookout Working Prohibited Locations - (For Illawarra Main Lines)</u></p> <p>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.</p>

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LOOKOUTS/
ADDITIONAL
IMAGES



Image 1: Mortdale yard Security Office



Image 2: Mortdale Yard Shift Manager's Office to the Left



Image 3: Mortdale Yard Shift Manager's Office



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

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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.

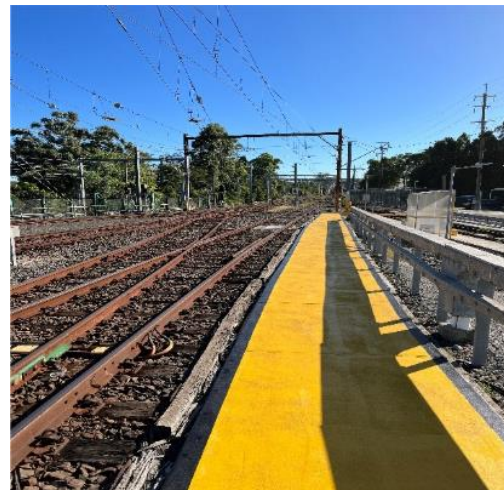


Image 8: View towards Platform 1 & 2 Mortdale

ACCESS /
EGRESS



Image 9: Mortdale Yard Access off Hurstville Road

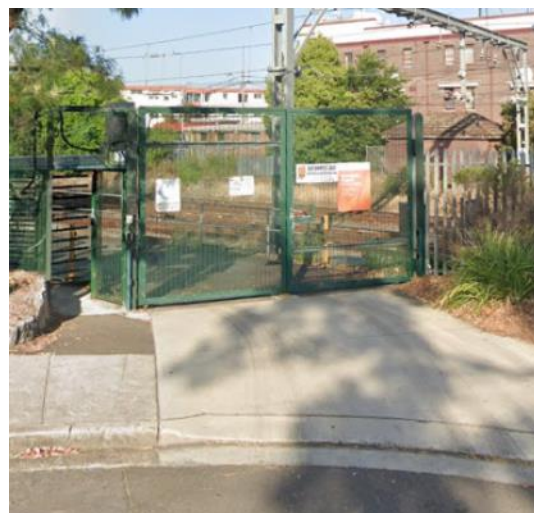
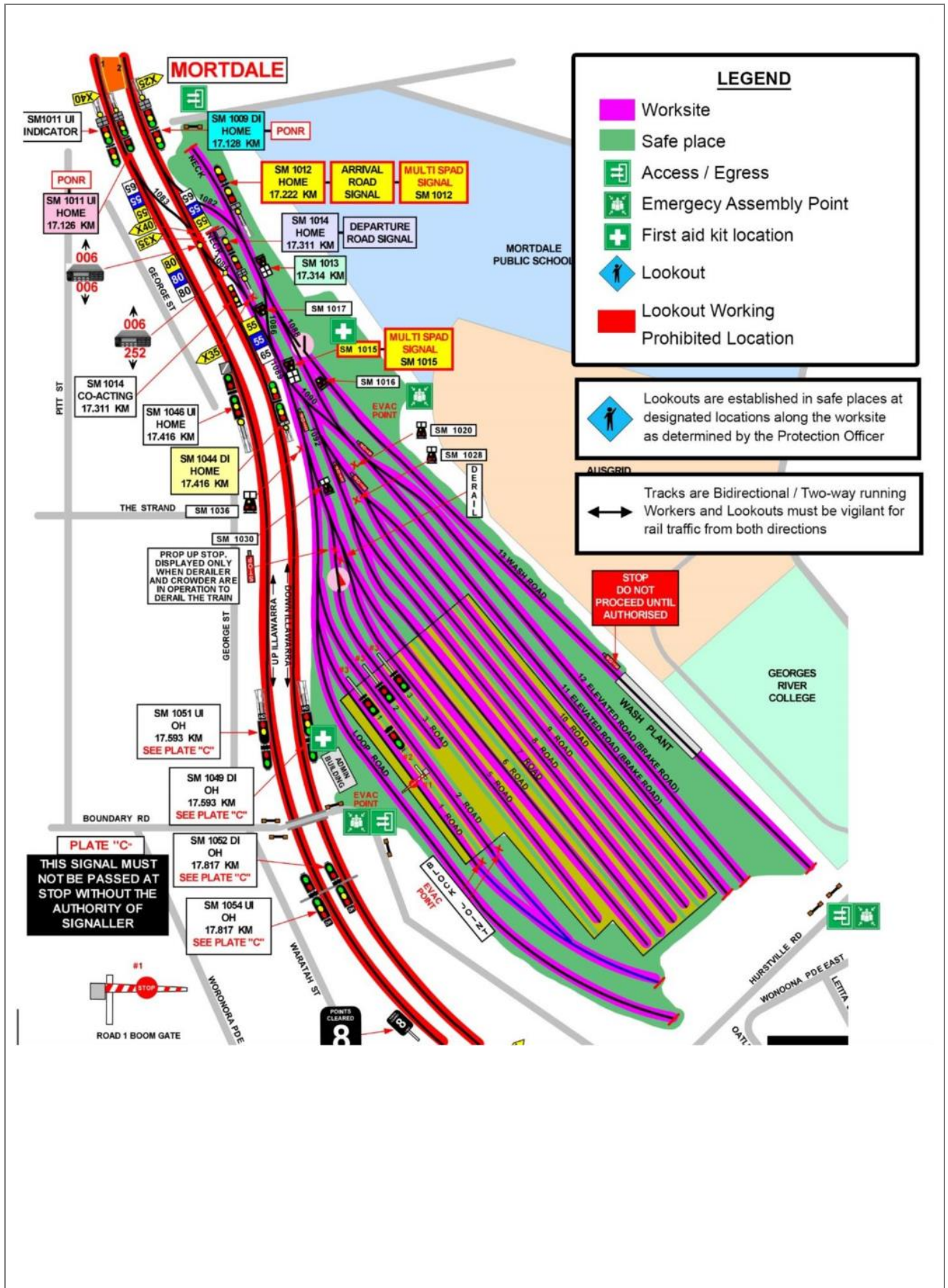


Image 2: Mortdale Yard Access of Coleborne Ave

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Diagram



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