

DOCUMENT NO.	D2023/10126
WORK DESCRIPTION	Routine network maintenance activities – Waterfall – Lookout Working (moving worksite)
WPP Number	CS22B 10254
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 within Waterfall Yard limits between WL 3 Signal and WL 93 U Signal.</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 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>NLA 320 Broadmeadow - Newcastle Interchange</i></p> <p><i>Lookout Working Prohibited Locations Register</i></p> <p><i>NLA 410 Sutherland to Wollongong</i></p> <p><i>NLA 412 Waterfall</i></p>

Protection Officer assessment checklist

Protection Officer's name:		Yes (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"> 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 Waterfall/ Stabling Yard Routine Network Maintenance Activities



Worksite Protection Pre-work Briefing

Briefing date: / /

Protection Officer details

name signature contact No.

Work location: **Waterfall- All Tracks**

Scope of work: **Routine network maintenance activities**

Worksite protection: **Lookout Working** Refer to Worksite Protection 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
Approaching 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 and Lookout
Live adjacent lines	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	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	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	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	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	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

☐ A final site inspection has been conducted immediately before commencing work, and any new hazards and controls have been included.

Lookout Working Worksite Protection for Waterfall/ Stabling Yard Routine Network Maintenance Activities



Safe Work Instruction

Lookout Working Worksite Protection for Waterfall/ Stabling Yard Routine Network Maintenance Activities



Worksite Protection Plan – Lookout Working

Signaller Details

name	Sutherland Panel	02 9522 1218
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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 Waterfall		
All tracks within Waterfall includes	<ul style="list-style-type: none"> • UP Illawarra • Down Illawarra • 1-2 Up Siding 	<ul style="list-style-type: none"> • Up Refuge Loop • Down Refuge Loop • Up Goods Loop 	<ul style="list-style-type: none"> • Sidings No 1-3 • Shunting Neck • Per-Way Siding
between	WL 3 Signal	and	WL 93 U Signal

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

Number of Lookouts used Position of Lookouts and

Number of additional Lookouts* used Position of Lookouts and

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

2 sec	+	3 sec	+	10 sec		15 sec	115 km/h	480 metres
2 sec		5 sec		10 sec		17 sec	95 km/h	449 metres
2 sec	+	5 sec	+	10 sec	= Minimum Warning Time (MWT)	17 sec	80 km/h	378 metres
2 sec	+	5 sec	+	10 sec		17 sec	60 km/h	284 metres
2 sec	+	3 sec	+	10 sec		15 sec	25 km/h	105 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.

SWI Custodian: Maintenance Operations Manager

OFFICIAL



SWI Approver: Associate Director Maintenance Operations UNCONTROLLED COPY WHEN PRINTED

Issue Date: 15/10/2025

Version: 1.2

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Lookout Working Worksite Protection for Waterfall/ Stabling Yard Routine Network Maintenance Activities

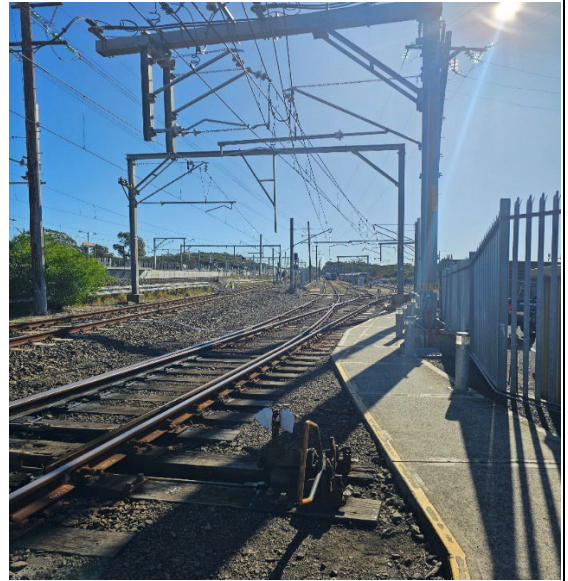
INSTRUCTIONS:	<ol style="list-style-type: none"> 1. Access via any access gate along the worksite. 2. Protection Officer briefs workers about the worksite protection arrangements. 3. Protection Officer contacts Sutherland Panel to inform the Signaller of the use of Lookout Working on All Tracks between WL 3 Signal and WL 93 U Signal. 4. Establish lookouts at designated locations for works. 5. Workers start work up to designated locations. 6. Workers move to safe places. 7. Recall Lookouts. 8. Re-establish the Lookouts at the next designated locations. 9. Repeats steps 4-8 until the work is complete. 10. Workers move to a safe place. 11. Recall Lookouts. 12. Exit via any access gate along the worksite. <ol style="list-style-type: none"> 1. Protection Officer contacts Sutherland Panel to end Lookout Working.
ADDITIONAL DETAILS	<p><u>Obstruction to Minimum Sighting Distance</u></p> <p>Stabled rail traffic or terminating trains 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.</p> <p><u>2-way Running and Multiple entry points</u></p> <p>Tracks are to be treated as bidirectional. Lookouts are placed to watch for approaching rail traffic coming from both directions and all points on entry into the worksite. 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.</p> <p><u>Hazard area between 37+906kms to cityside Waterfall Station Platform 2</u></p> <p>No Lookout working permitted on the Down Illawarra due to no easily reachable safe place. Only highlighted areas in the diagram are to be worked on under this worksite protection plan.</p>
IMAGES	<div> <p>Image 1: View towards city, City Side of Waterfall Station</p>  </div> <div> <p>Image 2: View towards city, entry into UP Yard</p>  </div>

IMAGES

Image 3: View towards city, 1-2 Up Siding, city side Waterfall Station.



Image 4: View towards city, the Stabling Yard



IMAGES

Image 5: View towards country, country side Waterfall Station



Image 6: View towards country, entry into Up Yard, city side Waterfall Station



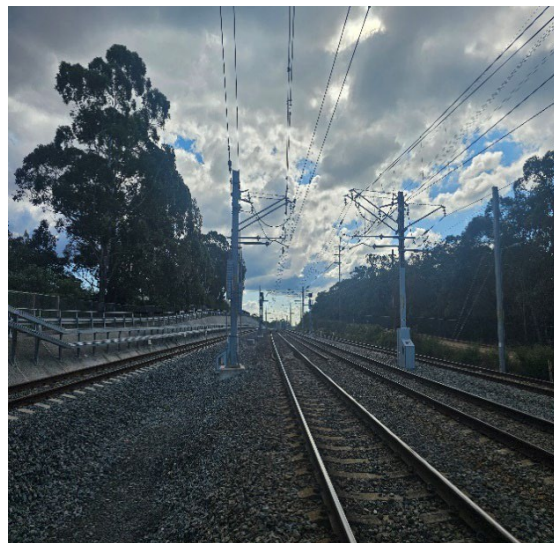
Lookout Working Worksite Protection for Waterfall/ Stabling Yard Routine Network Maintenance Activities

IMAGES

Image 7: View towards the country, city side Waterfall Station

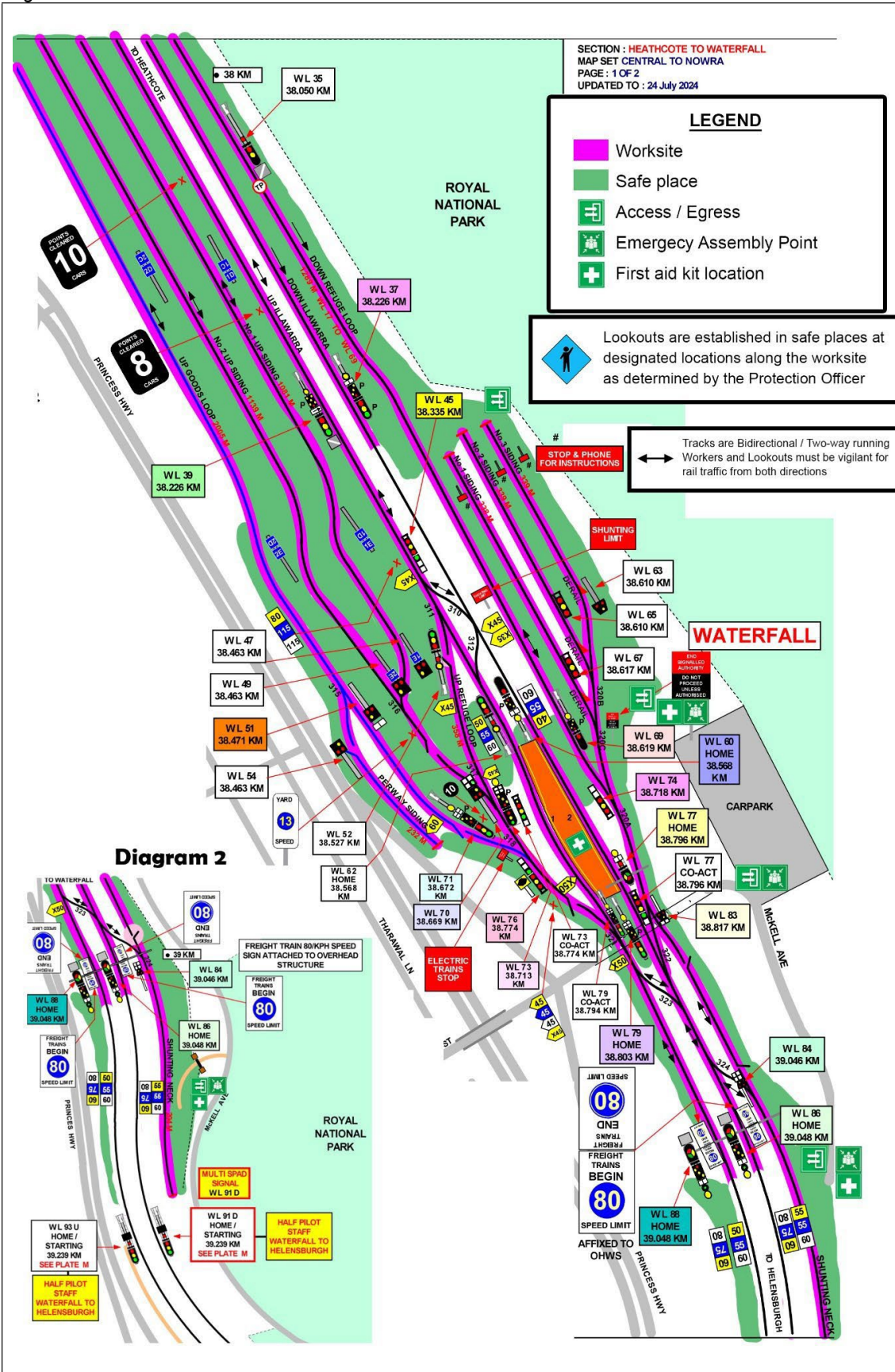


Image 8: View towards the city, city side of Waterfall Station



Lookout Working Worksite Protection for Waterfall/ Stabling Yard Routine Network Maintenance Activities

Diagram 2





Protection Officer's diary

[illegible]