

ANWT 310

## Lookout Working

### Applicability

NSW

SMS

### Publication Requirement

External Only

### Document Status

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2.2	16 July 2021

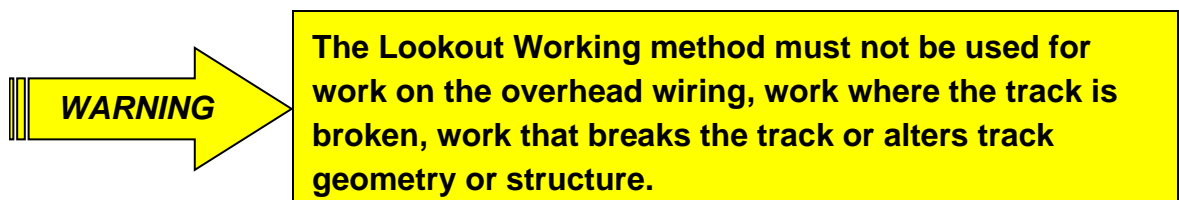
## Purpose

To prescribe the rules for working in the *Danger Zone* without a *work on track* authority using *Lookouts* as the only safety method.

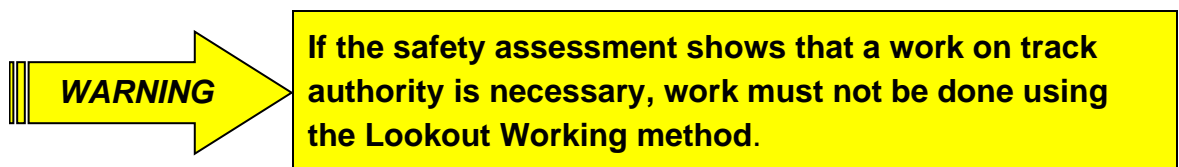
## General

If a safety assessment shows that it is safe, some kinds of work *may* be done in the *Danger Zone* without a *work on track* authority.

Lookout Working is one of those methods of working.



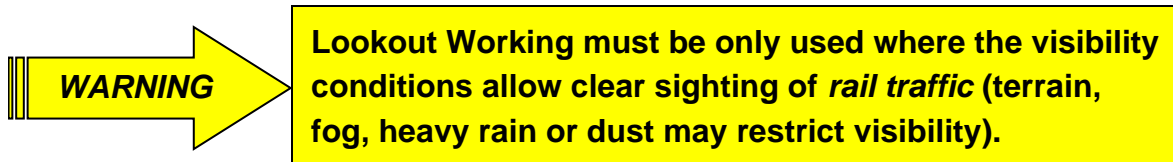
## Safety Assessment



If the Absolute Signal Blocking (ASB) method is available, it is preferred method over Lookout Working.

## Restrictions

The maximum number of workers involved with Lookout Working is eight (8) including the Protection Officer and Lookouts.



Work in the Danger Zone using the Lookout Working method *must* be done in daylight hours only, where visibility conditions allow, and for a maximum of two (2) hours.

If access for additional time is required, this must be treated as a new request for access.

## Tools

Workers using the Lookout Working method may only use:

- *light, non-powered hand tools, or*
- *light, battery powered hand tools or devices.*

The tool or device must not interfere with the ability of the worker to respond to a Lookout's warning.

## Safety measures

Lookouts are the only safety measure used in this method of working in the Danger Zone.

Work in the Danger Zone must not begin until Lookouts are in position.

## Safe Places

An easily-reached *safe place* must be available if this method is used.

Workers must be able to remove themselves, tools and materials to a safe place immediately when told to do so by a Lookout.

Workers must be in a safe place, at least 10 seconds before rail traffic arrives, and remain clear until rail traffic has passed.

## Protection Officer

There must be a *Protection Officer* for the period of the work.

A Protection Officer's primary duty is to keep the worksite and workers safe. A Protection Officer is responsible for managing the rail safety component of worksite protection.

A Protection Officer must be satisfied that other work will not interfere with *protection* duties.

**NOTE** The Protection Officer may be the Lookout at the worksite.

A Protection Officer must:

- tell workers about the *locations* of safe places, and
- determine the number and locations of Lookouts needed to protect the work, and
- make sure the minimum warning times are appropriate for the locations of Lookouts, and
- reassess safety measures if conditions such as visibility or worksite change, and
- make sure Lookouts do not work continuously at the same location for more than 60 minutes, and
- be the only person to communicate to *Network Control Officers* about safety arrangements.

**WARNING** If minimum warning times are not appropriate, then Lookout Working must not be used.

**WARNING** If the safety assessment identifies the use of two Lookouts in any running direction is insufficient for the work or location, then a higher method of protection must be used.

## Worksite over a large area

The Protection Officer must:

- make sure all workers and their equipment are in a safe place before repositioning Lookouts, and
- reposition the Lookout, and for each route or track leading to the worksite, calculate the Minimum Warning Time, and
- make sure the Lookout is in position and the track is clear before allowing workers to commence work.



**Where worksites are established over a large area the Minimum Warning Time must be continually reassessed for the location of the Lookout and the location where work is taking place.**

## Placing Lookouts

The Protection Officer must make sure that:

- the locations of Lookouts and the visibility conditions give Lookouts enough sighting distance of approaching rail traffic, and
- communications with workers and the *audible warning devices* are effective before work commences, and
- when rail traffic approaches, Lookouts can warn workers in time to allow them to:
  - react to the warning of the approach of rail traffic, and
  - move themselves and their equipment to a safe place before the rail traffic arrives.



**Workers must move themselves and their equipment to a safe place immediately when rail traffic is approaching on the track being worked on or any track that has to be crossed to access the safe place.**

The Protection Officer must make sure when placing Lookouts to give sufficient warning that:

- on *bidirectional* single-track areas, a minimum of one (1) Lookout must be used to keep watch for rail traffic approaching the worksite from any direction, and
- on *unidirectional* track areas, a minimum of one (1) Lookout must be used on each track to keep watch for rail traffic approaching the worksite, and
- on multiple bidirectional track areas, a minimum of two (2) Lookouts must be used, one (1) looking in each direction to keep watch for rail traffic approaching the worksite.

To give sufficient warning time, additional Lookouts may be used.

Only one (1) additional Lookout may be placed in each direction from which rail traffic may approach.

The additional Lookout must remain within sight and hearing distance of the Lookout closest to the worksite.

Where the Protection Officer determines that it is safe to use a single Lookout on bidirectional single-track areas to provide warning for both directions, the minimum 'reaction time' must be 15 seconds when calculating the Minimum Warning Time.

## Communication with Network Control

Work in the Danger Zone must not begin until the Protection Officer has communicated with the Network Control Officer about the use of Lookout Working.

The Protection Officer must advise the Network Control Officer:

- their name and contact details, and
- the location of the work, and
- the type of work to be done, and
- the intended start and finish times.

The Protection Officer may also get information about rail traffic movements likely to occur at the work location.

**NOTE** Information about likely rail traffic movements is provided only as a guide for rail traffic movements and is not to be relied upon as the only safety measure.

**NOTE** Where Lookout Working is to be used within the limits of a Local Possession Authority (LPA) the Protection Officer must also contact the *Possession Protection Officer* about:

- Using Lookout Working, and
- Ending Lookout Working.

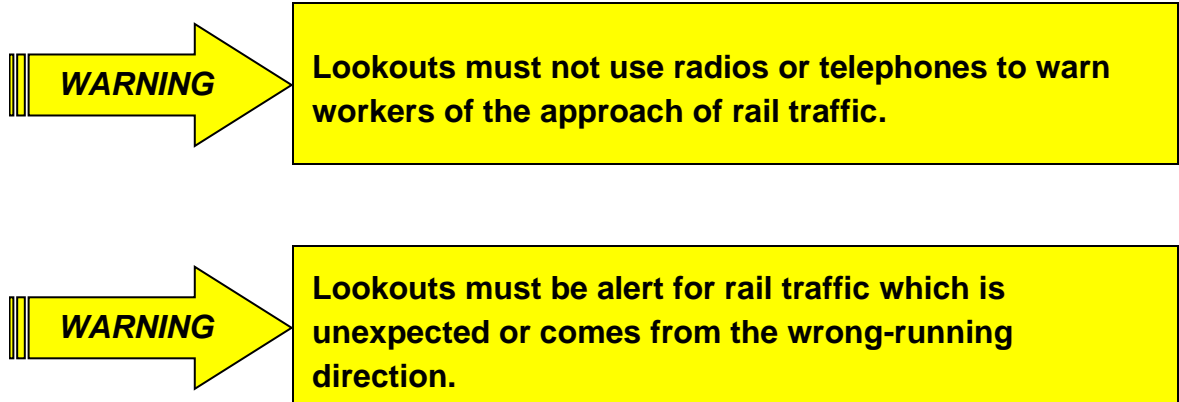
## Keeping Records

The Protection Officer must keep a *permanent record* of:

- safety measures for worksites, and
- communications with the Network Control Officers about safety methods.

The Network Control Officer must record in permanent form the details of the use of Lookout Working.

## Lookouts



Lookouts must:

- keep watch for *rail traffic* approaching the worksite from any direction, and
- warn workers immediately if rail traffic approaches the worksite.

Lookouts must not:

- work continuously at the same location for more than 60 minutes, and
- manage the passage of rail traffic, or
- do any other work.

## Ending Lookout Working

To end Lookout Working, the Protection Officer must advise the Network Control Officer when the workers and their equipment are clear of the Danger Zone and work is completed.

## Related ARTC Network Procedures

ANPR 711	Lookouts
ANPR 712	Protecting work from rail traffic on adjacent tracks

## Effective Date

16 July 2021