

ANPR 732

Using Staff Contact Locks

Applicability

NSW
SMS

Publication Requirement

External Only

Document Status

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2.0	11 October 2015

Introduction

Some *locations* in *token* territory use *staff* contact locks to:

- clear signals
- set a *route*
- activate *level crossing* warning equipment.

Staff contact locks can be released only with:

- an electric staff for the *section*, or
- a key attached to the end of a staff (key staff), or
- a receptacle loose key.

Figure ANPR 732-1



Side view of staff contact lock

Figure ANPR 732-2



Front view of staff contact lock

Activating the contact

Qualified Worker

1. If the staff contact lock is in a cabinet, unlock the cabinet with an SL key.
2. Read the special instructions.
3. If the staff contact lock cabinet has slots on the sides:
 - put the staff through the slots, and
 - use both hands to raise the staff as far as possible through the mechanism, to activate the staff contact lock.
4. If the staff contact lock has a tray or other receptacle:
 - put the staff into the tray or other receptacle, and
 - move the tray or receptacle as necessary to activate the staff contact lock.
5. If necessary, press the equipment operation button near the staff contact lock while the staff contact lock is activated.



There may be a CANCEL button to:

- *cancel* a route and return signals to STOP, or
- cancel the operation of level crossing warning equipment.

The CANCEL button works only after the staff contact lock has been activated.

6. Check that the route is set, or that the equipment operates, as intended.
7. Take the staff from the lock.
8. If necessary, lock the cabinet with the SL key.

Using a key staff or receptacle loose key

Qualified Worker

1. If the staff contact lock is in a cabinet, unlock the cabinet with an SL key.
2. Read the special instructions.
3. Put the Annett key into the staff contact lock.
4. Give the key a half turn clockwise to activate the staff contact lock.
5. If necessary, press the equipment operation button near the staff contact lock.
6. Check that the route is set, or that the equipment operates, as intended.
7. Turn the key a half turn anticlockwise. Take the key from the lock.
8. If necessary, lock the cabinet with the SL key.

Related ARTC Network Procedures

ANPR 721	Spoken and written communication
ANPR 729	Using Electric Staff instruments
ANPR 731	Using Train staffs

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