

ANWT 306

Track Work Authority

Applicability

NSW

SMS

Publication Requirement

External Only

Document Status

Issue/Revision #	Effective from
2.0	11 October 2015

Purpose

To prescribe the rules for *authorising, issuing* and using a *Track Work Authority* (TWA).

General

A TWA authorises the occupation of a defined portion of track between *rail traffic* movements.

A TWA is issued to the *Protection Officer*.

A TWA does not give *exclusive occupancy* of lines or *sections*.

Drivers and *track vehicle operators* must follow instructions given by *Handsignallers*.

Authorisation

Only *Train Controllers* may authorise a TWA for track under their control.

Joint occupancy with a Track Occupancy Authority (TOA)

The Train Controller may authorise a TWA for a portion of line where a TOA is current.

Before the *Network Control Officer* issues the TWA.

- the Protection Officers must consult with each other about arrangements, and
- the Protection Officer holding the TOA must agree to the issue of the second Authority.

In *unidirectional* portions of line, *detonator protection* must be placed at least 500m in the *wrong running-direction* approach to the worksite, if the TOA is for a *track vehicle* journey that will travel in the wrong running-direction.

Issue of authority

Signallers may issue a TWA only on the authority of the Train Controller.

A TWA is a spoken Authority. It does not need to be compiled on a form.

Network Control Officers must record, in *permanent form*, the issue of a TWA.

Rail Traffic

Protection Officers must manage *rail traffic* approach to and passage through the portion of track within the TWA limits.

Protection Officer

At all times there must be a nominated Protection Officer for a TWA.

The Protection Officer must:

- get the Authority, and
- be responsible for the protection of all workers from rail traffic, and
- make sure that worksites are protected against *unauthorised* entry or exit by rail traffic.

The Protection Officer must tell workers about the kinds and limits of protection in place:

- before work begins, and
- if the worksite protection arrangements change.

Keeping records

The Protection Officer must keep written records about:

- the Authority, and
- protection arrangements during the Authority, and
- communications with the Network Control Officer about *Train Running Information*, and changes in the worksite protection arrangements.

Other duties

A Protection Officer's primary duty is to keep the worksite and workers safe. A Protection Officer must be satisfied that other work will not interfere with protection duties.

Protecting worksites

The *Danger Zone* must not be occupied before the Authority has been granted and protection is in place.

To protect worksites, Protection Officers must choose either:

- Handsignallers and detonators placed at protecting signals, or
- Handsignallers and detonators without the use of protecting signals.

Effective communication must be maintained between the Protection Officer and:

- inner Handsignallers, and
- if provided, *clearance Handsignallers*.

Protection Officers must make sure that all points of entry into worksites are protected against unauthorised rail traffic.

The Protection Officer, in agreement with the Signaller, may reduce the number of points of entry to a worksite by securing points giving access.

The Protection Officer must make sure that all points of entry to the worksite are protected against rail traffic entry before the use of the points is restored.

With Handsignallers only

An inner Handsignaller must be placed at least 500m and not more than 1000m from the worksite in the direction of approaching rail traffic.

An outer Handsignaller must be placed 2000m from the inner Handsignaller in the direction of approaching rail traffic.

If a *platform* is located between the inner and outer Handsignallers, a WORKSITE HANDSIGNALLER AHEAD warning sign must be placed at the departure end of the platform, in advance of the inner Handsignaller.

By setting signals at STOP

A worksite may be protected by setting signals on the approach side of the worksite at STOP.

Handsignallers must be placed at each signal:

- used to protect worksites, or
- affected by *work on track*.

Automatic signals must be set and kept at STOP for the duration of the work.

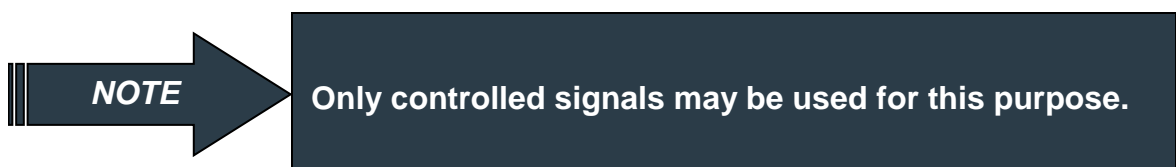
Controlled signals must be:

- set and kept at STOP, and
- cleared only if it is safe to allow rail traffic to pass through the worksite.

In *remote controlled locations* where signals or *routes* cannot be remotely blocked, a *Qualified Worker* must cut in the local control panel to set and keep signals at STOP for the duration of the work.

To use signals to protect worksites, Protection Officers must use one of the following three methods:

1. If there are two controlled signals within 500m of the worksite, an inner Handsignaller must be placed at the first signal reached by approaching rail traffic. An outer Handsignaller is not necessary.



2. If a signal between 1000m and 500m from the worksite in the direction of approaching rail traffic can be set at STOP, an inner Handsignaller must be placed at that signal. An outer Handsignaller is not necessary.
3. If there are no signals within 1000m of a worksite in the direction of approaching rail traffic:
 - an inner Handsignaller must be placed between 1000m and 500m from the worksite, and
 - an outer Handsignaller must be placed at a signal that can be set at STOP, within a further 2000m from the inner Handsignaller.

The distance between the outer and inner Handsignaller must not be greater than 2000m.

If the distance between the outer and inner Handsignallers is less than 2000m, the outer Handsignaller must warn Drivers and track vehicle operators about the reduced distance to the inner Handsignaller.

Token areas

A Handsignaller placed at a *staff hut* may be used to protect worksites.

To protect worksites using a Handsignaller placed at a staff hut, Protection Officers must use one of the following three methods:

1. If the worksite is between 500m and 1000m from the staff hut, an inner Handsignaller must be placed at the staff hut. An outer Handsignaller is not necessary.
2. If the worksite is between 1000m and 2500m from the staff hut, an outer Handsignaller must be placed at the staff hut. An inner Handsignaller must be placed between 1000m and 500m from the worksite in the direction of approaching rail traffic.
3. If the worksite is less than 500m from the staff hut, an inner Handsignaller must be placed either 500m from the worksite in the direction of approaching rail traffic, or at the home signal, whichever is further.
An outer Handsignaller must be placed a further 2000m from the inner Handsignaller, in the direction of approaching rail traffic.

Affected signals

If signals display STOP because they are affected by work on track, the Protection Officer must:

- tell Signallers about the *affected signals* before starting work, and
- place Handsignallers at the affected signals.

Handsignallers at affected automatic signals must follow the Protection Officer's instructions about allowing trains to proceed, and at what speed.

The Protection Officer must direct Handsignallers at affected controlled signals to get the Signaller's authority to allow the train to pass a signal at STOP.

Automatic signal areas

The Protection Officer must place a clearance Handsignaller at the first running signal beyond the worksite that can show STOP if:

- a fixed signal is held at STOP to protect the worksite, and
- the Protection Officer cannot be sure that the line is clear of rail traffic as far as the first running signal that can display a STOP indication, beyond the worksite in the direction of *travel*.

The clearance Handsignaller must tell the Protection Officer when the line is clear for rail traffic to approach the signal.

Approaching worksites

Before authorising inner Handsignallers to allow rail traffic to approach worksites, Protection Officers must make sure that:

- workers are in *safe places*, and
- the track is unobstructed and safe for the passage of rail traffic.

Only Protection Officers may tell Handsignallers whether to allow rail traffic to proceed, and at what speed.

The Protection Officer must direct Handsignallers at controlled signals to:

- ask the Signaller to clear the signal, or
- get the Signaller's authority to allow rail traffic to pass the signal at STOP.

Handsignallers at automatic signals must allow rail traffic to pass only on the direction of the Protection Officer.

Multiple worksites

Worksites more than 3000m apart must be managed under separate TWAs.

Worksites less than 1000m apart must be treated as one worksite.

If the protection arrangements of adjoining worksites overlap, the worksites must be managed as multiple worksites under a single TWA. A designated Protection Officer must coordinate the passage of rail traffic through the worksites.

The inner Handsignaller at the entry of rail traffic to the limits of the Authority, must give Drivers and track vehicle operators, in writing, the *locations* of further Handsignallers and worksites.

Handsignallers and three detonators must be placed at least 500m, and not more than 1000m, from each worksite in the direction of approaching rail traffic.

A CLEARANCE sign must be placed 50m after the last worksite in the direction of travel.

Adjacent lines

If rail traffic can travel on *adjacent* lines, the Protection Officer must arrange for safety measures to be taken to reduce the risk from rail traffic on the adjacent lines.

The Protection Officer may arrange for the speed of rail traffic on adjacent lines to be restricted.

Terminal lines

If the Network Control Officer tells the Protection Officer that there is no rail traffic between the worksite and the end of a *terminal line*, protection from that direction is not necessary.

Single line crossing locations

If adjacent signals on converging lines at a single line crossing location are used to protect a worksite, a single Handsignaller may be placed to allow rail traffic to pass either signal.

Slip sites

If a signal at STOP protects a slip site, Drivers and track vehicle operators must follow the directions on the *instruction sign* on the signal.

Using X, Y or Z keys

If *bidirectional* running can be prevented by the withdrawal of an X, Y or Z key, protection is only needed from the normal running direction.

Tonnage signals

A *tonnage signal* affected by work on track, or being used to control rail traffic approaching the worksite, must be held at STOP. A Handsignaller must be placed at the signal.

Before authorising the Driver of an affected train to pass a tonnage signal, the Protection Officer must make sure that the train can pass through the worksite to the last signal controlling the tonnage signal. This signal may be as many as three signals beyond the tonnage signal.

A clearance Handsignaller must:

- be placed at the signal controlling the tonnage signal, and
- tell the Protection Officer when the line is clear for rail traffic as far as that signal.

Liaison

Network Control

The only points of contact between *Network Control* and work parties for matters of worksite protection must be:

- the Protection Officer, and
- Handsignallers directed by the Protection Officer.

The Protection Officer must:

- tell the Network Control Officer about protection applied to lines adjacent to the Authority, and
- tell the Network Control Officer about work progress, and
- if necessary, seek an extension of time.

Change of Protection Officer

The outgoing Protection Officer must tell an incoming Protection Officer about the worksite protection arrangements.

The incoming Protection Officer must tell Network Control Officers about the changed contact arrangements.

Fulfilling the Authority

A TWA is *fulfilled* when the Protection Officer tells the Network Control Officer that the portion of track included in the Authority is clear and available for use.

The Protection Officer must tell the Network Control Officer about operating restrictions that have been placed or removed.

Related ARTC Network Procedures

ANPR 701	Using a Track Occupancy Authority
ANPR 702	Using a Track Work Authority
ANPR 707	Clipping points
ANPR 708	Using X, Y and Z keys
ANPR 709	Using detonators
ANPR 712	Protecting work from rail traffic on adjacent lines

Effective Date

11 October 2015