

Emergency Management

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1.5	16 June 2021	Role title update; Emergency numbers for NCCW, NCCN, NCCS updated in 8.5-8.7

EMERGENCY PHONE NUMBERS		
Network Control Centre West	Mile End, SA	Refer Section 8.5
Network Control Centre North	Broadmeadow, NSW	Refer Section 8.6
Network Control Centre South	Junee, NSW	Refer Section 8.7
EMERGENCY SERVICES	000	

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1 Introduction

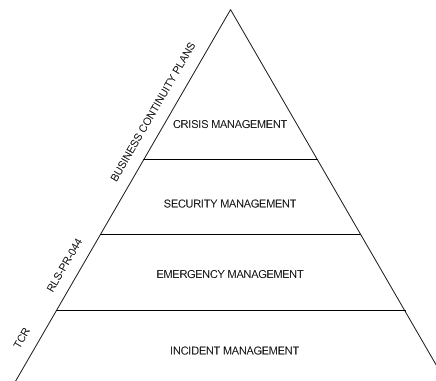
1.1 Purpose

The purpose of this procedure is to provide, in a systematic manner a work procedure for managing recovery from and investigation of emergencies requiring a significant and co-ordinated response on the ARTC Network.

This procedures objective is to ensure that ARTC and Rail Operators have established an integrated strategy for the response to the management of rail emergencies on the ARTC Network.

1.2 Scope

This procedure is a high level document which details key organisational responsibilities to allow for a co-ordinated response at emergency events on the ARTC Network. The procedures to manage these are the responsibility of the individual organisations.



Incident Management Plans must be developed by each organisation to detail the procedures and resources with which the organisation will respond to and manage emergencies.

Each plan will form part of an Access Agreement or Service Contract with ARTC and will be complementary to this Procedure.

Plans must address but are not limited to the following types of incidents:

Derailment and collision, fire and life safety, bomb threat, equipment, rolling stock or infrastructure failure, environmental issues, dangerous goods spill and natural disasters.

Plans must consider:

Training of staff, provision of resources, response in remote or difficult access locations, interfaces with other organisations, interface with the relevant State DISPLAN related to incident management.

A controlled copy of the Rail Operators Emergency Management Plans including contractors and service providers, are to be provided to ARTC, who must provide a consolidated set as appropriate to the Train Transit Manager or nominee and other ARTC staff requiring same, by way of intranet access.

Plans are to be kept current and updates forwarded to the ARTC Group Executive Strategy & Corporate Development or the appropriate ARTC Group Executive.

1.3 Procedure Owner

The General Manager Safety & Environment is the Procedure Owner and is the initial point of contact for all queries relating to this procedure.

1.4 Subordinate Documents

The following documents are subordinate to this procedure:

- RLS-GL-003 Notification Matrix for Incidents Reported to Network Control – Interstate
- RLS-GL-004 Notification Matrix for Incidents Reported to Network Control – Hunter Valley
- RLS-GL-002 External Notification Matrix for Immediately Reportable Incidents
- RLS-FM-044 Emergency and Major Incident Log
- Network Interface Agreements
- COR-PR-012 Reporting
- Pollution Incident Response (ENV-WI-002)
- WHS-PR-422 Drugs and Alcohol

1.5 Reference Documents

The following documents support this procedure:

- Australian Rail Track Corporation – National Code of Practice and Addendum
- Network Safeworking Rules
- TA 20 Victorian Main Line Operations
- RISSB Rail Emergency Management Planning Guideline
- Australian Standard 4292.7 (Guidelines for rail safety investigation)
- Rail Safety National Law and Regulations 2012
- Commonwealth Work Health and Safety Act and Regulations 2011
- State WHS legislation

1.6 Definitions

The following terms and acronyms are used within this document:

Term or acronym	Description
Access agreement	A contract giving an Operator access to the Australian Rail Track Corporation network.
ARTC	Australian Rail Track Corporation Ltd
ATSB	<p>Australian Transport Safety Bureau – regulatory authority for transport safety.</p> <p>ATSB conducts ‘no blame’ rail safety investigations in accordance with the Transport Safety Investigation Act 2003 (TSI Act). The ATSB does not investigate for the purpose of taking administrative, regulatory or criminal action.</p>
Comcare	<p>Regulatory authority for national work, health & safety matters.</p> <p>Comcare has powers to investigate incidents under the Commonwealth <i>Work Health and Safety Act 2011</i>. Comcare administers the Commonwealth's workers' compensation scheme under the <i>Safety Rehabilitation & Compensation Act</i>.</p> <p>If a rail operator or contractor is involved in an incident and covered by State Work Health and Safety law, then the relevant State Work Health and Safety regulator may also have powers to investigate the rail operator or contractor under relevant State Work Health and Safety law.</p>
Dangerous Goods	Any substance or article prescribed as dangerous goods under the relevant Dangerous Goods or Substances laws.
Dangerous Incident	<p>A dangerous incident in relation to a workplace that exposes a person to a serious risk to their health or safety emanating from an immediate exposure to:</p> <ul style="list-style-type: none">• An uncontrolled escape, spillage or leakage of a substance• An uncontrolled implosion, explosion or fire• An uncontrolled escape of gas, steam or of a pressurised substance• Electric shock• The fall or release from a height of a plant, substance or thing (not including a person)• The collapse, overturning, failure or malfunction of, or damage to plant that is required to be registered with Comcare• The collapse or partial collapse of a structure• The collapse or failure of an excavation or of any shoring supporting and excavation• The inrush of water, mud or gas in workings, in an underground excavation or tunnel

Term or acronym	Description
	<ul style="list-style-type: none"> The interruption of the main system of ventilation in an underground excavation or tunnel.
Emergency	An incident which requires a significant and co-ordinated response.
Emergency Operations Centre	A control centre established by Emergency Operations Controller.
Emergency Operations Controller	A senior member of the Police service in charge at the site.
Emergency Services Organisation	Means the Police or Fire Services who will be the lead authority and direct other services such as Country Fire Authorities, Ambulance Service, State Emergency Service, Volunteer Rescue Association or any other agency which manages or controls an accredited rescue unit. NOTE some names may change from state to state.
Incident	An incident as defined in RISSB Rail Emergency Management Planning Guideline is any event/breach that is dealt with by rail transport operators without assistance from non-rail organisations and does not evolve into a rail emergency, e.g. 'near misses', signal failures, partial derailments etc.
Incident Investigation Coordinator	A person nominated by ARTC to co-ordinate the gathering of evidence, and the testing of vehicles or infrastructure involved, immediately following an incident. This person must report to and take direction from the ARTC Incident Site Representative. In some instances, this person may be the ARTC Incident Site Representative.
Incident Investigation Representative	A person nominated by an organisation involved in an incident to assist in the gathering of evidence, and the testing of vehicles or infrastructure involved, immediately following an incident who will work under the direction of the Incident Investigation Coordinator.
ARTC Incident Site Representative (ARTC)	<p>A person nominated by, but not necessarily from, ARTC to take control, or to form the liaison point with Emergency Services Organisations taking control, of an incident site.</p> <p>Known as Rail Commander in New South Wales.</p>
Incident Management Team	The group, comprising the Incident Site Representatives and chaired by the ARTC Incident Site Representative, formed on site to manage the recovery and service restoration processes.
Incident Response Coordinator	The person or persons nominated by a rail organisation to ensure a 24-hour, 7 day point of contact and to provide initial incident response within that organisation.
Incident Site Representative	The person nominated by a rail organisation to attend the incident site and manage all site activities of that organisation

Term or acronym	Description
	under the direction of the ARTC Incident Site Representative.
Network	<p>All or any part of the rail infrastructure facilities controlled, owned, leased or managed by the Australian Rail Track Corporation. Reference to “The Network” throughout this document refers to the definition of “Network” as shown below.</p> <p>In Queensland the network consists of the following rail corridor:</p> <ul style="list-style-type: none">• Border Loop tunnel to Signal AR1 located adjacent to Learoyd Road Bridge approximately 15.71 km south of Brisbane <p>In New South Wales the network consists of the following rail corridors:</p> <ul style="list-style-type: none">• Border Loop tunnel to Islington Junction• Macarthur to Albury• Moss Vale to Unanderra• Cootamundra to Goobang Junction via Stockinbingal• Goobang Junction to South Australia/New South Wales border (near Cockburn)• Goobang Junction to Werris Creek via Narromine, Dubbo, Merrygoen, Binnaway and Gap• Hunter Valley including Kooragang and Port Waratah• Metropolitan Freight Network including Port Botany• Gap to Boggabilla (infrastructure is closed Boggabilla to North Star)• Victoria/New South Wales border to Oaklands• Southern Sydney Freight Line - SSFL <p>In Victoria the network consists of the following rail corridors:</p> <ul style="list-style-type: none">• Albury to Seymour east and west track• Seymour to Dudley St, standard gauge• From Tottenham to the Victoria/South Australia Border• From Maroona to Portland• From Benalla to the Victoria/New South Wales border (Oaklands corridor) <p>In South Australia the network consists of the following rail corridors</p> <ul style="list-style-type: none">• From the Victoria/South Australia Border to the South Australia/Western Australia Border• From Dry Creek to Pelican Point• Crystal Brook to South Australia/New South Wales border (near Cockburn)• From Port Augusta to, but not including Whyalla• Tarcoola to Northgate

Term or acronym	Description
	<p>In Western Australia the network consists of the following rail corridor:</p> <ul style="list-style-type: none"> From the South Australia/Western Australia Border to but not including Kalgoorlie
Network Control	<p>The control and regulation of all train movements to ensure the safe, proper and efficient operation of the Network.</p> <p>ARTC provides Network Control Centres at Mile End, Broadmeadow and Junee.</p> <p>Network Control is sometimes referred to as Train Control.</p>
Network Controller	A person charged with the duty of providing Network Control.
OCI	<p>Office of the Chief Investigator – regulatory authority for transport safety investigations in Victoria.</p> <p>OCI conducts rail investigations in Victoria under the <i>Transport Safety Investigations Act 2003</i>.</p>
Operator (Rolling stock Operator)	As defined in Rail Safety National Law as a person who has effective control and management of the operation or movement of rollingstock on rail infrastructure for a railway, but does not include a person by reason only that the person drives the rollingstock or controls the network or the network signals.
OTSI	<p>Office of Transport Safety Investigations – regulatory authority for transport safety investigations in New South Wales.</p> <p>OTSI has the discretion to investigate rail safety occurrences, in the event that ATSB is not initiating an investigation, or as directed by the NSW Minister for Transport.</p>
Rail Infrastructure Manager	As described in Rail Safety National Law means the person who has effective control and management of the rail infrastructure, whether or not the person owns the rail infrastructure or has a statutory or contractual right to use the rail infrastructure or to control or provide access to it.
Regulatory authority	<p>Australian Transport Safety Bureau (ATSB) / Office of Transport Safety Investigations (OTSI) / Office of the Chief Investigator (OCI)</p> <p>Comcare / State Work Health & Safety regulators</p> <p>Office of the National Rail Safety Regulator (ONRSR)</p>
ONRSR	<p>Office of the National Rail Safety Regulator - regulatory authority for rail safety.</p> <p>ONRSR administers the accreditation regime under the <i>Rail Safety National Law (RSNL)</i> and <i>RSNL National Regulations</i> with powers to obtain information, investigate incidents and conduct drug and alcohol testing, amongst others.</p>
Serious Injury	A serious injury as defined under Section 36 of the

Term or acronym	Description
	Commonwealth Work Health and Safety Act.
Service Contract	A contract between a Service Provider or an Operator and ARTC.
Site Coordination Centre	A facility, incorporating communications, provided at an incident site as required by the ARTC Incident Site Representative.
Site Coordinator	The first rail industry person onsite at the scene of an incident.
Track Safety Awareness	Training in the risks present and safety measures necessary when a person is on or near track.
Train Transit Manager or nominee	A person charged with the duty of providing over sight of Network Control and Customer Service provisions on behalf of the Australian Rail Track Corporation over the ARTC Network.
Worker	<p>A worker defined by Work Health and Safety Law is a person who carries out work in any capacity for a person conducting a business or undertaking, including work as:</p> <ul style="list-style-type: none">• An employee; or• A contractor or subcontractor; or• An employee of a contractor or subcontractor; or• An employee of a labour hire company who has been assigned to work in the person's business or undertaking; or• An outworker; or• An apprentice or trainee; or• A student gaining work experience; or• A volunteer; or• A person of a prescribed class.

2 Reporting of Incidents

2.1 Incidents reported by the public

Incidents may be reported directly by the public to Network Control, the nearest Operator, Service Provider, ARTC workers or Emergency Services.

When an incident is reported all relevant information, including full details of the incident, name, address and contact phone number of the person reporting the incident will be recorded and immediately reported to ARTC Network Control.

2.2 Incident reported by workers and operators

When a worker of ARTC or Operator becomes aware of an actual or potential incident, that worker or operator is to take all necessary steps to ensure that the incident site is protected and immediately contact ARTC Network Control to ensure the protection of the Network.

The worker or operator is to advise the Network Controller of the nature and location of the incident and provide all relevant details. The Network Controller must immediately advise the Train Transit Manager or nominee and contact Emergency Services if required.

The worker or operator is to immediately implement any directions given by the Network Controller and take all necessary steps to lessen the impact of the incident and to protect the incident site where safe to do so.

2.3 Pre-work brief and work-site protection

As part of local work teams and Management taking immediate steps to secure the site and make safe, any existing Pre-Work Brief in place prior to the event should be used by the Supervisor or delegate to confirm headcount of the total workforce on site and their welfare.

For events requiring a significant and co-ordinated response, this is to be presented to the ARTC Incident Site Representative. The Worksite Supervisor must support this role who will direct the use of site resources as required."

All workers authorised to enter an incident site, including Rolling Stock Operator(s), must receive an appropriate briefing which includes the re-establishment and communication of worksite protection, by a member of the Incident Management Team or resources under their direction and sign on to this brief.

The Operator Site Representative may also need to conduct further briefings for workers and contractors under their control which specifically include protection arrangements.

2.4 Incident definition

For the purposes of this document, incidents occurring within, or impacting upon, the Network will be categorised and defined as follows:

NOTE: The following categorisation of incidents refers to ARTC's incident management only and does not reflect individual organisations internal categorisation.

2.4.1 Minor incident

This will mean an occurrence that has resulted in a small impact on the ARTC Network. These incidents are nominally routine operational incidents and unsafe acts identified during safety observations.

NOTE: With the exception of the provisions for the notification of the relevant organisation by Network Control, this procedure does not apply to Minor incidents.

2.4.2 Moderate incident

This will mean an occurrence where minor injury, disruption, damage or environmental impact to the Network, has occurred.

Moderate incidents will typically include infrastructure irregularities, such as signalling, track or equipment failures which do not significantly affect train operations.

These incidents are to be reported to the Network Controller who will ensure that relevant details are recorded and that a Moderate incident response has been implemented and is adequate.

These incidents will not require a sustained response from other organisations or outside resources and will be managed and investigated by the line manager of the organisation involved.

NOTE: With the exception of the provisions for the notification of the relevant organisation by Network Control, this procedure does not apply to Moderate incidents.

2.4.3 Major incident

This will mean an occurrence, involving or affecting operations on the Network, which has resulted in, or has the potential to result in one or more of the following:

- The death or serious injury of a person, significant damage to property or infrastructure significant disruption to train services.
- Significant environmental impact, external resources and control required on site.
- A sustained co-ordinated response is required.

The incident may or may not originate on the Network; however, any off site incident which affects or threatens access to the Network will be treated as falling within the scope of this incident level. This will include incidents such as:

- Gas leak, security threat, bush fire or serious injury.

NOTE: Major incidents that require a sustained response from other organisations or outside resources fall within the scope of this procedure.

2.4.4 Emergency incident

This will mean an occurrence which has been classified as an emergency, requiring a sustained response, by Police or Fire Services and falls within the scope of this procedure.

NOTE: Emergency incidents fall within the scope of this procedure.

2.5 Incident assessment

The Train Transit Manager or nominee from the information reported must, in conjunction with other ARTC management, determine the level of the incident; the level may, on receipt of further information be amended.

Consideration must also be given to the welfare of workers attending the scene of potentially traumatic sites. Management must ensure support is offered to all who are involved in the incident including responders and investigators as well as those away from the scene such as Network Controllers.

3 Roles and Responsibilities

3.1 Australian Rail Track Corporation

The ARTC will specify the role and responsibilities for Operators, Service Providers and ARTC workers to effectively and efficiently co-ordinate the response to and management of incidents affecting the Network. ARTC will respond to an incident as follows:

3.1.1 Network Control

The initiation of the response to an Emergency or Major Incident will be the responsibility of the Train Transit Manager or nominee

ARTC will provide the Network Control function during all phases of an incident including the restoration process. This may involve the issue of appropriate authorities for track work to facilitate the process.

It is the responsibility of the Network Controller, upon receipt of advice of an incident, to take immediate action to notify any approaching train which may impact on the incident, including trains on parallel lines under the management of an adjoining or parallel rail infrastructure manager. The Network Controller must also contact Emergency Services if required and advise the Train Transit Manager.

The initiation of the response to reported incidents will be the responsibility of the Train Transit Manager or nominee. This function will include, but not be limited to, providing a central point of contact and ensuring that emergency management is performed within the requirements of the relevant safe working procedures. The form RLS-FM-044 Emergency and Major Incident Log lists the persons and organisations that must be notified.

The Train Transit Manager or nominee must identify potentially traumatic sites and brief the ARTC Incident Response Coordinator and the ARTC Incident Site Investigator on what they may expect at the scene to assist them in preparing mentally and to minimise any unnecessary questions once at the scene.

The Train Transit Manager or nominee must ensure that a report of the incident is generated in the approved format for reporting of incidents and in accordance with relevant reporting protocols.

3.1.2 Response coordination

ARTC will nominate a person or persons to co-ordinate the organisation's response to incidents. For each incident this person will be termed the Incident Response Coordinator for the organisation. An Incident Response Coordinator must be available for call on a 24 hour per day, seven days per week basis.

At potential traumatic scenes the Incident Response Coordinator is to ensure that workers who do not want to attend the scene are released from this duty. For those workers who do attend a traumatic scene:

- aim not to allow for any person to work alone or away from others, and put in place measures where possible to minimise potential exposure to unwanted sights,
- as soon as practicable, once all legal and operational requirements have been met, remove persons from the scene,

- arrange for or ensure safe transport of persons back to an office or provisioning centre, or to their home,
- offer ongoing support.

3.1.3 Site restoration

ARTC will arrange restoration and maintenance of the infrastructure and the provision, where considered necessary, of facilities required to support those managing the incident site.

3.1.4 Incident site investigation

ARTC will nominate a person or persons capable of carrying out testing, examination and data collection immediately following an incident. This person(s) will be termed the ARTC Incident Investigation Representative.

The representative(s) nominated for each incident must be a person or persons who is or are appropriate to the role and who will have the required skills and knowledge (as per AS4292.7) for the level of investigation to be undertaken.

The representative(s) will be responsible for the co-ordination of any materials or components identified to be quarantined, including safe handling, processing and storage so as not to be affected by the environment.

3.1.5 Media

The co-ordination of the dissemination of information to organisations concerned and the Media will be provided by ARTC except in those circumstances where the incident site is under external agency control.

3.1.6 Dispute resolution

Conflict resolution with regard to the allocation of changed train paths, or the conduct of the on-site incident investigation process, will be provided by ARTC.

3.2 The Rail Operator

The Operator is to respond to the incident as set out in this procedure, or as directed by ARTC under the conditions of its Access Agreement.

3.2.1 Response coordination

Each Operator is to nominate a person, or persons, to co-ordinate that organisation's response to incidents. For each incident this person will be termed the Incident Response Coordinator for that organisation. An Incident Response Coordinator is to be available for call on a 24 hour per day, seven days per week basis.

Each Operator must provide to the Train Transit Manager or nominee, either full details of the nominees' business and after hours contact numbers, or a 24-hour telephone number.

3.2.2 Site restoration

The Operator will be responsible for arranging recovery of its damaged or disabled vehicles and arranging for alternative transport or transhipment of its passengers or freight. The Operator will also be responsible for the welfare of passengers and train crew members, their agents, contractors and other invitees.

Should the Operator be transporting dangerous goods or environmental sensitive substances, the Operator will be responsible for promptly informing the Fire Brigade or other Emergency Services of that fact and supplying such information as is necessary for their response.

3.2.3 Incident site management

Where a sustained co-ordinated response is required on site, each involved Operator must nominate a person to attend the incident site to represent the organisation and the welfare of their workers.

This person will be termed the organisation's Incident Site Representative who must report to and take direction from the ARTC Incident Site Representative.

The Incident Site Representative is to have the appropriate level of authority to manage site issues and is to be able to fully commit the resources of the organisation.

3.3 Incident Response Coordinator

The Incident Response Coordinator is an 'off site' role and is responsible to ensure a co-ordinate approach to the management of the organisation's response. This includes:

- Initiate and implement incident response within that organisation in accordance with their organisation's Emergency Management Procedures.
- Arrange the attendance of specialist personnel as required.
- Arrange adequate communications for their workers at the site and for relaying of information back to their organisation and ARTC.
- Organise a debrief of the incident with participating organisations.

This person must be available for contact 24 hours per day, 7 days per week.

3.4 Incident Management Team

3.4.1 ARTC Incident Site Representative

The ARTC nominated person is responsible for promptly attending the incident site and managing the co-ordination of site restoration, unless Emergency Services are present when they may take charge. Where Emergency Services are present this is the "railway person" to whom the Emergency Services liaise. When Emergency Services hand back the site they hand it back to this person.

The ARTC Incident Site Representative will be responsible for providing full details of actions being taken, forecasted restoration times and other details as requested. The ARTC Incident Site Representative will make this information available to each of the organisations involved, via the Train Transit Manager.

This person is responsible for directing their resources by the established chain of command at the site.

3.4.2 Incident Site Representative - Operator

This role has the responsibility for site coordination for the recovery of rolling stock. Where more than one operator is involved each operator must delegate an Incident Site Representative. This role is also responsible for the ordering and co-ordination of alternate transportation and trans-shipping arrangements as required.

This person is responsible to direct all rail operator workers in their roles at the scene. This person will be the rail operator's representative at all site meetings during the incident. Any recovery staff engaged by the rail operator at the site will work under the direction of this representative.

Incident Site Representatives will be responsible for ensuring that their organisations workers comply with the requirements of relevant rail safety and work health and safety requirements.

3.5 Incident Investigation Representatives

The Incident Investigation Representatives will be required to promptly attend the incident site. Before arriving at the site the ARTC Safety Assurance Manager may request that suitably qualified representatives of organisations involved commence investigation of the incident. This will particularly apply where delay in commencing the investigation may result in vital evidence being lost.

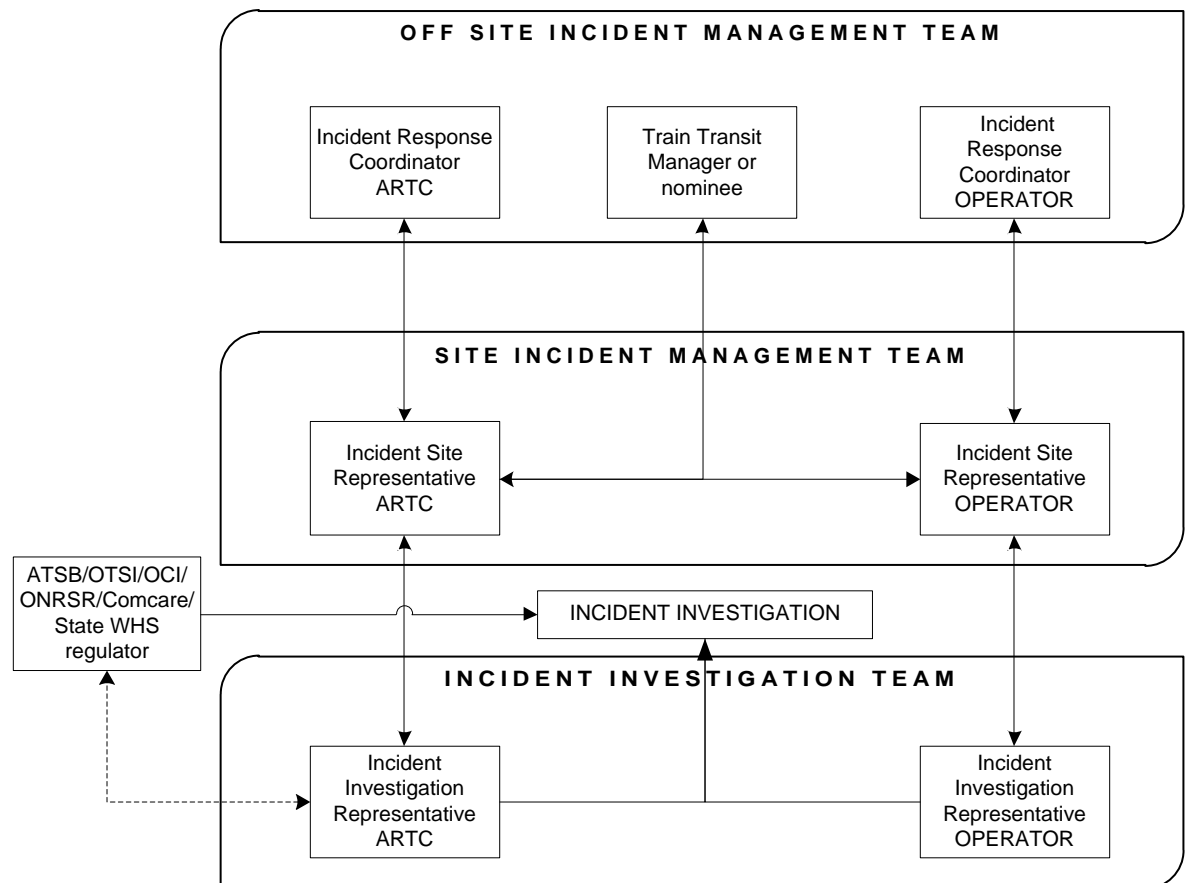
This position only exists where a separate Incident Investigation Team is established. If there is no separate Investigation Team the task will be undertaken by the ARTC Incident Site Representative. If there is a separate Investigation Team Investigators will report to and take direction from the ARTC Incident Site Representative.

Incident Investigation Representatives are responsible to ensure all relevant data and information is collected in a clear and concise manner and has the right to request evidence not be touched or quarantined for further investigations.

The Incident Investigation Representatives will be responsible for collecting and compiling the relevant information and presenting a complete report of all evidence obtained, including sketches and photographs as required.

4 Emergency Management

4.1 Emergency Management Overview



4.2 Network Controller

Upon receipt of notification of an incident the Network Controller must:

- Advise any approaching train movements.
- Advise other Network Controllers, including those on adjacent or adjoining networks, where their area of control may be involved.
- Advise the Train Transit Manager or nominee.

4.2.1 Parallel Rail Lines

Should there be any incident on an adjacent infrastructure managers network, immediate action must be taken to warn the Network Control Centre for the location(s) and in turn action taken to advise all approaching trains.

On being advised of an incident on another owner's line the ARTC Network Controller must take immediate action to advise any approaching trains on the ARTC network. Refer to Appendix 8.1 for interface locations.

4.3 Train Transit Manager or nominee

Upon receipt of notification of an incident the Train Transit Manager or nominee must:

- Advise the relevant Network Controller if that person has not been the source of the initial information and seek information as to determine the circumstances and severity of the incident.
- Determine the level of the incident and potential for workers to be exposed to a traumatic event.
- Ensure Emergency Services have been advised if required.
- Notify ARTC personnel as per ARTC's Incident Notification Matrix.
- Ensure that regulatory authorities are notified in accordance with the requirements of the organisation's Accreditation and the relevant Acts.
- Ensure each Operator involved or likely to be affected by the emergency are advised of all applicable details in relation to the incident.
- ensure that the name of the current Site Coordinator and the name of any relief Site Coordinator is conveyed to all site attendees.
- Ensure that alternative or modified train operations are implemented, in conjunction with Operators involved, taking into consideration their customer service requirements or any directions from ARTC.
- Liaise with Emergency Services during the response, if required.
- Ensure that all relevant safe working requirements are met, including the removal of overhead power as required.
- Ensure that the relevant ARTC Business Unit Group Executive or nominee is provided with regular progress reports in relation to the restoration of services.
- Maintain a record of any advice given and the time it was provided on the prescribed form.
- Complete the online Pollution Report (where applicable) and undertake external notification as required.

4.4 Incident Response

It will be the responsibility of each organisation to:

- Initiate and implement incident response within that organisation in accordance with the organisation's Emergency Management Plan.
- Ensure that only those persons with an active role in the incident attend the site.
- Arrange the attendance of specialist personnel as required.

4.5 Emergency Services Organisations

Representatives of Emergency Services organisations may be in attendance depending on the nature and magnitude of the incident.

These Services may take charge of an incident site. Where more than one Emergency Service attends, the site will be under the overall command of the relevant Police Service, except for a fire or dangerous goods spill where the Fire Service will take charge. ARTC and Operators will work with these services and as directed by them.

4.6 Site coordination

In the initial phase of the emergency the Incident Site Coordinator will be the rail industry person on site and nominally be a member of a train crew.

All communications from the site to Network Control will initially be through the Site Coordinator.

Site management will be arranged by ARTC who will oversee and co-ordinate all aspects of the recovery and restoration in conjunction with site representatives of each of the involved organisations.

This person will be termed the ARTC Incident Site Representative. The person selected will be a senior person capable of co-ordinating the various functions of the incident site and will have the necessary capability to perform the duties of this position.

The nomination is to be approved by the ARTC Business Unit Group Executive or their nominee.

When an incident involves a parallel rail line under the control of another track owner, the owner of the line on which the incident occurred will provide the site coordination. See Appendix 8.1.

EXCEPTION: *When the overhead power supply is involved (Metro Trains in Victoria, Adelaide Metro in South Australia, Sydney Trains in NSW) a representative from the respective organisation will take charge of the site until such time as the overhead is de-energized and site made safe in respect of electrical power.*

4.7 ARTC Incident Site Representative

The person nominated must promptly attend the incident site. In the interim, the Train Transit Manager or nominee will arrange for the nearest suitable qualified person to attend site and relieve the initial Site Coordinator and assume the duties of ARTC Incident Site Representative. This person must perform the duties of this position under the directions of the Network Controller, until the nominated person arrives on site.

The ARTC Incident Site Representative will have the authority to direct the resources of ARTC and the Operator involved and to utilise external resources as required facilitating restoration of the Network. This authority will be exercised in consultation with the appropriate organisation and in accordance with the conditions of its contract.

In instances of an Emergency incident where the Police Service assumes overall command the ARTC Incident Site Representative must:

- Act as the representative for the rail organisations, liaison with and assisting Emergency Services as required until such time as the control of the incident is handed back.

NOTE: External investigators may at this point still have evoked a protection order over the site.

Upon being delegated the task the ARTC Incident Site Representative must:

- Advise Network Control of expected arrival time at the site.
- Establish worksite protection.
- Obtain from Network Control all relevant details in relation to the incident.
- Establish with Network Control that representatives of the organisations involved have been notified and their expected times of arrival.
- Cooperate with attending regulatory authority personnel until such time as the site is handed over, when applicable.
- Establish if Emergency Services are in attendance or will be attending and their expected times of arrival.

As soon as possible after restoration of the incident site and the resumption of services, the ARTC Incident Site Representative is to reconvene the team to consider:

- Aspects relevant to the management of the restoration process.
- Amendments required to Incident Management Plans.
- The outcomes of this debrief are to be documented and forwarded to each of the participant organisations.
- Factual recall of actions taken to resume services and not an investigation into the incident.

4.7.1 Site management

After arrival on site the ARTC Incident Site Representative will be responsible for:

- Arranging for the necessary isolation, protection or removal of electrical traction or domestic supplies, overhead wiring system components, track components and structures to permit rescue, recovery and restoration work. See section 4.6.
- Ensuring that the site is protected in accordance with current safe working requirements.
- Confirming attendance of Incident Site Representatives.
- Convening meetings of the Incident Management Team.
- Liaising with Emergency Response organisations if in attendance and establish lines of communication and control.
- Providing the single point of contact between the organisations attending; Network Control and Emergency Services.

- Acting as the Coordinator for all rail organisations where the incident site is under external control.
- Ensuring a Site Co-ordination Centre is established where a sustained response is likely; otherwise nominate an assembly area for the Incident Management Team.
- Ensuring that each organisation controls its workforce and the safety of its activities.
- Ensuring that a forecast of restoration or partial restoration is made promptly and reviewed regularly with the Train Transit Manager / Operations Manager or nominee and or Network Control.
- Controlling the entry of unauthorised persons to the incident site.
- Coordinating the recovery actions of each of the organisations attending.
- Exercising, where necessary, the right to direct actions or resources of the rail organisations involved ensuring that all relevant details, including numbers of injuries/deaths, damage to infrastructure or rolling stock or adjoining property, access routes and road vehicle marshalling areas are promptly established.
- Ensuring that evidence, including data recorder records, is protected or quarantined.
- Ensuring that arrangements have been made for ARTC and contracted Rail Safety Workers involved in the incident to be alcohol or drug tested in accordance with ARTC procedure WHS-PR-422 Drugs and Alcohol.
- Ensuring, in conjunction with the Incident Investigation Coordinator, that a preliminary investigation into the evidence at the site is conducted.
- Resolving, by referring to the ARTC Business Unit Group Executive if necessary, requests made by the Incident Investigation Coordinator which may impact adversely on the service restoration process.
- Taking overall control of site safety to ensure the protection of all persons and property involved unless a Local Possession is in place then work under the direction of the supervisor detailed in that possession.
- Ensuring that equipment is protected from further damage during recovery work.
- Managing any environmental issues which may arise during recovery or restoration of the site.
- Protecting evidence of the cause of the incident assisting, where required, the ARTC Incident Investigation Representative.
- Arranging a First Aid centre with adequate provisions and qualified staff.
- Providing lighting if night work is required.
- Providing road vehicle access to suit the recovery vehicles, including cranes, earthmoving equipment and re-railing group trucks.
- Designating a site for other road vehicle parking.
- Arranging the lifting of restricted safe working, authorise resumption of services, applying restrictions where necessary ie. low speed through the incident site.

- The co-ordination of any materials or components identified to be quarantined, including any safe handling, processing and storage so as not to be affected by the environment.

4.7.2 Site management meetings

The ARTC Incident Site Representative will establish and chair an Incident Management Team meeting, formed by the Incident Site Representatives, to co-ordinate engineering and operational functions and to establish procedures for recovery, restoration and, if necessary, co-ordination with external organisations.

An initial site meeting is to be held between the available team members as soon as possible after the arrival on site of all Incident Site Representatives. Further site meetings will be held regularly as deemed necessary by the ARTC Incident Site Representative.

Each team member must ensure that the team is advised of any substitution to be made for relief or other reasons.

Meetings with external organisations will be held on an as required basis.

4.7.3 On site updating

The ARTC Incident Site Representative must establish contact with the Train Transit Manager or nominee as soon as practical after arrival at the site and arrange for regular updates from the site to be given.

The Train Transit Manager or nominee may arrange for a telephone conference to be held in conjunction with the reports from the site. At the time of any update an agreed time for a further site report will be established.

4.7.4 Off site management

Off site management and co-ordination, if required, must be handled through the Train Transit Manager or nominee in conjunction with organisations Incident Response Coordinators.

4.7.5 Interface locations

If an operational incident occurs at an interface location, it is the responsibility of the ARTC Incident Site Representative and the Train Transit Manager to refer to the applicable Safety Interface Agreement.

The incident will be controlled by the organisation on whose geographic area the incident occurred. Refer to Appendix 8.2 for interface locations.

4.8 Incident Site Representative – Operator

Each Operator's Incident Site Representative will be responsible for attending the incident site promptly and for implementing, where required, procedures as follows:

- Reporting to the site ARTC Incident Site Representative of expected times of arrival of representatives and resources to the site.
- Participating in Incident Management Team meetings and observing and implementing agreed actions or directions from the ARTC Incident Site Representative.

- Ensuring that appropriate re-railing or recovery equipment is ordered and will respond within a reasonable time.
- Ensuring that re-railing or recovery groups are fully informed regarding the handling of the rolling stock involved.
- Protecting evidence relating to the cause of the incident and will be responsible for the co-ordination of any rolling stock or components identified to be quarantined, including safe handling, processing and storage so as not to be affected by the environment.
- Arranging transshipment of passengers or freight from the incident site.
- Managing the welfare of passengers and train crew members.
- Arranging alternative transport if required for passengers or freight to bypass the incident site.
- Ensuring that the Operator's workers involved in the incident are tested for alcohol or drugs in accordance with Rail Safety National Law.
- Ensuring that only authorised persons from the organisation attend the site assisting, where required, the Operator's Incident Investigation Representative.
- Providing expertise and resources to manage any dangerous goods, load management or environmental issues which may arise from the involvement of the Operator's rolling stock.
- Providing authorisation for the movement away from the site of the Operator's vehicles involved.

4.9 Incident Investigation Representative - ARTC

The Incident Investigation Representative must liaise with the ARTC Incident Site Representative at all times and will have the authority to direct the ARTC Incident Site Representative to take whatever actions are necessary to preserve any evidence that may be required to assist in the investigation. These will include but not be limited to:

- Requesting that sections of the site be quarantined from entry by other than emergency personnel until the Investigation Team arrives on site requesting that the Police, or the ARTC Incident Site Representative seal off particular areas of the incident requesting that the commencement of restoration work is prevented until incident investigations have been completed, requesting the ARTC Incident Site Representative to direct the resources of organisations involved and to utilise other resources as necessary to ensure that the investigation is completed in a thorough and efficient manner.
- The action to direct an organisation's resources must be taken in conjunction with that organisation requesting that workers involved in the incident be made available for interview. ARTC and Operators are to ensure that staff involved are available for interview at the earliest possible time.

Should any such request result in conflict, the matter is to be referred to the relevant ARTC Business Unit Group Executive or nominee for resolution.

Where considered necessary the Incident Investigation Representative may require that independent testing be performed. This may require the use of outside resources. ARTC will utilise its resources to assist in the investigation as required.

4.10 Incident Investigation Representative - Operator

Rail Operator Incident Investigation Representative must attend the incident promptly and will conduct, but not be limited to the following:

- Reporting to the ARTC Incident Investigation Representative on arrival or en-route if possible.
- Arranging for additional technical resources to assist in the investigation if required.
- Arranging for the Operator's staff to be available for interview as required.
- Inspection of all vehicles involved in the incident for defects or contributing causes.
- Performing tests in the presence of a witness approved by the ARTC Incident Investigation Representative.
- Recording the position of critical safety items such as control handles, isolating cocks, circuit breakers and load control devices.
- Arranging for the removal of Hasler tapes or electronic data logger records and where fitted, record the wheel set diameter, where practical this will be witnessed by an independent party.
- Arranging for the analysis of electronic data or tapes removed from vehicles involved.
- Ensuring security of the analysis information provided.
- Noting and recording, using sketches and photographs, the position of all vehicles involved in the incident.
- Impounding vehicles required for further inspection and test as required.
- Clearly and permanently marking all vehicles requiring further examination or brake testing.
- Arranging for vehicles and or components to be transported for additional tests.
- Assisting in signal sighting tests as required.
- Ensure the availability of locomotives etc. for testing purposes if required.

Further to the above, it may be necessary for additional tests to be performed.

The above testing and checks are to be carried out in the presence of an ARTC representative or nominee.

4.11 Debrief

As soon as possible after restoration of the incident site and the resumption of services, the Incident Response Coordinator is to reconvene the team to consider:

- Aspects relevant to the management of the restoration process.

- Amendments required to Emergency Management Procedures.

The outcomes of this debrief are to be documented and forwarded to each of the participant organisations.

Factual recall of actions taken to resume services and not an investigation into the incident.

4.12 External Investigations by Regulatory Authorities

Regulatory authorities have legislative powers to investigate rail safety incidents.

The TTM will liaise with the regulatory authorities to determine their attendance at an incident and will forward information of their presence to the ARTC Safety Assurance Manager for Emergency incidents and the Business Unit's Principal Advisor Safety for Major Incidents.

Regulatory authorities have powers to direct sites to be secured and evidence to be preserved.

If a regulatory authority has issued formal direction to secure a site, the site must be quarantined until formally handed back. Remedial works cannot start until the site is handed back.

Regardless of whether a site is formally secured by a regulatory authority, care should be taken to preserve evidence to enable an investigation to be undertaken if required.

5 Site Management

The ARTC Incident Site Representative will be responsible for management of the incident site. Site management must be performed in conjunction with the Network Controller and may include the issue of a Local Possession.

The ARTC Incident Site Representative must perform site management in close liaison with each Incident Site Representative. A site management group comprising the ARTC Incident Site Representative and the Incident Site Representatives will be formed for this purpose. This will be termed the site Incident Management Team.

If an operational incident occurs at an interface location, it is the responsibility of the ARTC Incident Site Representative to refer to the applicable Safety Interface Agreement. The incident will be controlled by the organisation on whose geographic area the incident was initiated or occurred. Refer to Appendix 8.1 for a list of interface locations.

5.1 Access to incident site

The ARTC Incident Site Representative will liaise with the Police and Operators and agree on procedures to be implemented to ensure that unauthorised persons are prevented from gaining access to the incident site.

5.2 Identification of incident management personnel

All personnel required to attend the incident site to assist in recovery and restoration are to wear, or if not practical, carry, photographic or name identification tags bearing their organisation's logos.

The ARTC Incident Site Representative will have the authority to remove from site any person found without an appropriate level of identification.

5.3 Site safety

Each Incident Site Representative will be responsible for ensuring the safety of persons under that organisation's control and will ensure that all safety precautions as specified in the relevant safe working manuals are adhered to.

Persons authorised to enter the incident site are to have, as a minimum, a Track Safety Awareness Certificate or equivalent, or be supervised by a person with an appropriate qualification.

The Incident Management Team will be responsible for arranging the briefing, of all persons attending, in relation to the safety requirements for the site. This will, typically, include a safety induction meeting prior to a worker being permitted to commence work on site. Combined induction meetings may be held if considered appropriate.

Every effort will be given to the health and welfare of workers attending the scene or indirectly involved in a potentially traumatic incident. Aim not to allow for workers to work alone or away from others and put in place measures where possible to minimise the potential exposure to unwanted sights. As soon as practicable remove workers from the scene and arrange for safe transport back to their workplace or home.

Incident Site Representatives will be responsible for advising the ARTC Incident Site Representative that all equipment and personnel under their control are clear of the line prior to the resumption of services.

The ARTC Incident Site Representative must conduct a final inspection to ensure that all equipment and personnel are accounted for, and are clear of the running lines, prior to authorising the resumption of services.

5.4 High visibility clothing and personal protective equipment

Each person required to be on or about the track must wear high visibility safety clothing and footwear at all times. Each railway person will have the name of the organisation which they represent clearly identified on their safety clothing. Emergency Services will wear high visibility safety clothing of the colour designated by that organisation. Tabards, where applicable, will be worn.

The Incident Site Representatives must come to an understanding in relation to any additional specific safety requirements that may need to be imposed, such as a hard hat area.

Clothing and Personal Protective Equipment requirements are to be communicated to all persons involved via the Incident Management Team meeting.

The ARTC Incident Site Representative will have the authority to remove clear of the incident site and running lines, any person found without high visibility clothing or safety footwear.

5.5 Welfare & Work Health and Safety Requirements

5.6 First Aid arrangements

First aid arrangements which meets the requirements of the relevant Work Health and Safety Act will be provided at the incident site.

First aid must be made available by a person or persons with appropriate First Aid qualifications.

Each organisation is responsible for providing adequate first aid arrangements for their workers.

5.7 Site co-ordination centre

If required by the ARTC Incident Site Representative, a Site Co-ordination Centre will be established and, where applicable, operate in conjunction with the Police Emergency Operations Centre, if deemed necessary.

ARTC will be responsible for providing and installing a suitable facility for this purpose. The Site Co-ordination Centre will be established at a location selected by the ARTC Incident Site Representative with suitable access to power and communication services if at all possible.

5.8 Communication facilities

Responding organisations will be responsible for the provision of suitable communication facilities for their workers.

Where communication facilities are not available, consideration must be given to arrangements for monitoring the safety of workers.

5.9 Catering and accommodation

Responsibility for catering and accommodation will rest each involved Operator.

5.10 Media personnel

In all instances, including those where external control has been exercised, each rail organisation must only comment to the extent that the incident has affected its own operation and, on the measures, implemented to minimise these effects. Media officers from all affected organisations will confer prior to discussing any aspects of the incident with the media.

When external agency control has been activated media, communication is to be co-ordinated through the nominated media liaison officer as appointed by the Emergency Operations Controller.

Organisation representatives must not comment on, or speculate on, the cause of the incident, or the response to the incident.

5.11 Break down consist/Work train

On being notified of an incident where a break down consist/work train may be required the Train Transit Manager / Operations Manager or nominee will arrange this in conjunction with the applicable operator.

All attending organisations will be consulted on their need for transit of materials on this work train.

6 Site Investigation

All Emergency and Major incidents (as defined in Section 2.4 Incident Definition) are to be investigated. This section outlines the responsibilities of ARTC workers and Rail Operators, in the onsite investigation following an incident.

The investigation process is to be directed at ensuring that all relevant data and information collected is presented in a clear and concise manner.

The group comprising the ARTC Incident Investigation Representative and the Rail Operators Incident Investigation Representatives will be termed the Incident Investigation Team.

6.1 ARTC Incident Investigation Representative

The major role of this position will be to co-ordinate the site investigation processes of the involved rail organisations.

The ARTC Incident Investigation Representative will be required to direct the investigation process at the site and to co-ordinate the investigation.

The Business Unit Group Executive or nominee must ensure that the person nominated as Incident Investigation Representative is competent in investigation and reporting techniques and have a good understanding of the principles and requirements of AS4292.7.

6.2 Incident Investigation Representative - Operator

It will be the responsibility of each Rail Operator to co-operate with the ARTC Incident Investigation Representative in planning and co-ordinating the investigation. Each organisation is to be aware of the investigation process and is to make available appropriate personnel to assist in the investigation of the incident. A person nominated to represent an organisation will be termed its Incident Investigation Representative.

6.3 Debrief

As soon as possible after the incident has been investigated, the Incident Investigation Team will reconvene to consider:

- The implications of the incident aspects relevant to the management of the investigation process amendments required to the investigation procedures.
- The outcomes of this debrief are to be documented and provided to each of the participating organisations.

6.4 Investigation and report preparation

Investigation and report preparation are completed in accordance with ARTC internal Safety Management System process.

If corrective actions are identified and allocated to external organisations, an extract of the relevant portion of the report can be forwarded to the external party via the relevant Business Unit Group Executive or nominee.

6.5 Record keeping

A Master Copy of all incident investigation reports will be maintained by the Safety Assurance Manager.

In the case of investigations where ARTC assists the investigation process of a Rail Operator, ARTC will solicit a copy of the final report from the Rail Operator; the report must then be filed by the Safety Assurance Manager.

7 Emergency Planning

7.1 Introduction

ARTC, in conjunction with Emergency Services and Rail Operators will conduct desktop and simulated incident exercises to test the effectiveness of the incident response protocols established within this procedure. These desktop exercises will take place only when an actual event involving parties has not occurred within a two-year period.

These exercises and simulations will be designed to ensure that individually and collectively the Emergency Management Procedures adequately address the requirements for emergency management and that the Procedures are effectively integrated. The results of these exercises will be used to amend this Procedure where required.

7.2 Incident exercise program

ARTC and Rail Operators are to commit personnel and resources as required for the formation of a working party, to be convened by ARTC, specifically established to develop and implement a program of exercises designed to test and develop response to incidents.

Rail Operators will also program exercises to train or test staff in their own procedures. ARTC approval must be obtained for any such exercise on its Network or potentially affecting Network operations.

The working party is to develop a program of desktop and actual simulations to train and test each organisation's response to an incident.

The exercises will test and evaluate:

- Emergency Services fire and life safety.
- Documented procedures response facilities.
- Communications response times.
- Interface working relationships recovery mechanisms.
- Site remediation.
- Training needs.
- Any other parameters as seen as appropriate by the working party.

These exercises or simulations are not intended to meet all training requirements of the various organisations. Focus will be on interaction. Each organisation is to have in place its own training plans.

7.3 Exercise organisation

The following aspects are to be considered when organising an exercise on ARTC infrastructure. Where more than one organisation is involved; each aspect must be agreed by all organisations involved.

7.3.1 Exercise control

In all cases a person must be appointed with overall responsibility for co-ordinating the planning, management and debrief of the exercise.

7.3.2 Objectives

Objectives must be identified for both the overall exercise and for each participant.

7.3.3 Costs

Participants must identify who will be bearing costs involved.

7.3.4 Legal issues

Need for written agreements.

7.3.5 Assets to be used

- Identification of responsibility for liabilities.
- Need for indemnities.

Agreement must be reached with the owner of any assets, whether infrastructure or rolling stock, on their supply, physical condition before and after use and conditions attached to their use.

Where rolling stock is used any inherent risks, such as the presence of asbestos or the condition of vehicles, must be identified and appropriate safety controls applied.

The impact on infrastructure and normal rail operation must be assessed and agreed with other organisations actually or potentially involved including how the site will be cleared after the exercise.

7.4 Other exercises

The organisation with overall responsibility for organising an exercise will seek to identify other exercises being held which could impact on or be affected by that exercise. The objective is to ensure resources are available and avoid unnecessary duplication.

7.5 Release of information

Appropriate constraints must be established on the prior release of information, about an exercise (e.g. location, objectives, dates and times) both within participating organisations, externally and to individuals.

ARTC is to be advised of the outlined detail of any exercise, which may impact on the network.

The arrangements for involvement of and release of information to the media both for exercise purposes and real-time must be identified.

7.6 Safety plan

A written safety plan will be prepared for all exercises involving full size equipment or the Network. Plans may be of a generic nature, subject only to date and time changes for exercises of a regular nature e.g.: station evacuation.

Safety plans must identify:

- A person with overall responsibility for all safety aspects involved in an exercise.
- The physical limitations of exercise play both for players and those attending but not directly involved in the exercise.

- Site access controls.
- Responsibilities and arrangements for line possessions and operational safety for an exercise.
- The interface between real time operation, the exercise site, exercise play and exercise control.
- The interface with exercise control and off-site Network Control.
- First aid and emergency medical arrangements.
- Controls on hours of duty, rest and refreshment arrangements.
- Arrangements for terminating an exercise for safety reasons before its planned conclusion.
- How the site safety arrangements are briefed to all those involved before the exercise commences.

7.7 Exercise real time control

Exercise control arrangements will identify:

- The roles and responsibilities of the person with overall site control.
- How that person will be supported by an exercise control team.
- The relationship between the exercise control arrangements, Umpires and Observers.
- The relationship between the person with overall site control responsibilities and the person with the responsibility of the site safety.
- Interaction between exercise control and exercise play.
- How Umpires (who can influence play) and observers are deployed, directed and managed.
- How an exercise will be concluded (early if necessary).

7.8 Debrief and feedback

A debrief must be held for all exercises and must involve all the participating organisations. The time scale for the debrief will ideally be set before the exercise.

Large scale exercises may necessitate a number of individual organisation's debriefs followed by an overall debrief.

Lessons learned must be documented.

Recommendations for change must be identified. These may include proposed changes to Rules and Regulations, safety management systems, exercise preparation and management. Recommendations for change will be disseminated to other rail organisations where the lessons learned affect more than the organisations involved in the exercise.

8 Appendices

8.1 Parallel Interfaces

South Australia

Location	Km	RIM
Dry Creek South – Dry Creek North	11.705 – 16.747	Genesee & Wyoming
Islington	7.460 – 10.400	Pacific National
Keswick – Mile End	3.873 – 1.440	Great Southern Rail
Mt Barker Junction	49.000 – 50.000	Steam Ranger
Peterborough – Hurlstone St crossing	111.695 – 109.660	Steamtown Peterborough
Port Augusta – Spencer Junction	93.135 – 95.320	Genesee & Wyoming and Pacific National
Stirling North – Port Augusta	85.000 – 92.000	Pichi Richi
Tailem Bend	118.000 – 122.315	Genesee & Wyoming
Torrens Junction – Belair	3.000 – 22.000	PTS Adelaide
Torrens Junction – Salisbury	3.000 – 22.000	PTS Adelaide

Victoria

Location	Km	RIM
Anakie Loop – Werribee	71.000 – 32.000	V Line
Ararat	265.000 – 363.000	V Line
Broadmeadows – Craigieburn/Somerton	16.000 – 26.000	MTM
Craigieburn – Mangalore	26.000 – 110.000	V Line
Dimboola	364.000 – 363.000	V Line
Gheringhap	83.000 – 81.000	V Line
Newport – Brooklyn	10.000 – 16.000	V Line
Sims St – North Melbourne Flyer over	4.600 – 1.800	Various
Sunshine – Albion	11.000 – 14.000	MTM
Tottenham - Sunshine	17.000 – 14.000	V Line
Tottenham – West Footscray	17.000 – 6.500	V Line
Werribee – Newport	32.000 – 10.000	MTM
West Footscray – Footscray	6.500 – 5.000	MTM

New South Wales

Location	Km	RIM
Chullora – Marrickville (MFN)	21.000 – 6.5000	NSW Trains
Kanandah – Broken Hill	389.790 – 1124.801	Perilya Mines
Macarthur – Chullora (SSFL)	66.000 – 20.000	NSW Trains

8.2 Rail Infrastructure Manager Interfaces

Western Australia

Location	Km	RIM
Kalgoorlie	1780.600	Arc Infrastructure

New South Wales

Location	Km	RIM
Binnaway	459.205	John Holland
Bogan Gate	486.050	John Holland
Camurra Junction	679.040	John Holland
Casino	807.400	John Holland
Colliery Junction	57.965	Sydney Trains (Metro)
Demondrille	468.000	John Holland
Dombarton	91.080	Sydney Trains (Metro)
Dubbo	460.890	John Holland
Goobang Junction	446.950	John Holland
Henty	583.440	John Holland
Joppa Junction	232.025	John Holland
Junee	486.021	John Holland
Narrabri Junction	565.400 & 564.900	John Holland
Narromine	498.000	John Holland
Parkes Junction	627.491	John Holland
Picton	87.250	Sydney Trains
Stockinbingal	455.230	John Holland
The Rock	551.075	John Holland
Troy Junction	466.855	John Holland
Werris Creek	411.201	John Holland

South Australia

Location	Km	RIM
Monarto South	82.480	Genesee & Wyoming
Northgate	510.850	Genesee & Wyoming
Port Flat	6.809	Genesee & Wyoming
Tailem Bend	120.298	Genesee & Wyoming
Torrens Junction	3.281	Dept Planning Transport & Infrastructure

Victoria

Location	Km	RIM
Ararat	264.499 & 264.705	V Line
Dimboola	363.145	V Line
Murtoa	298.790	V Line
Portland	404.223	Portland Ports

Queensland

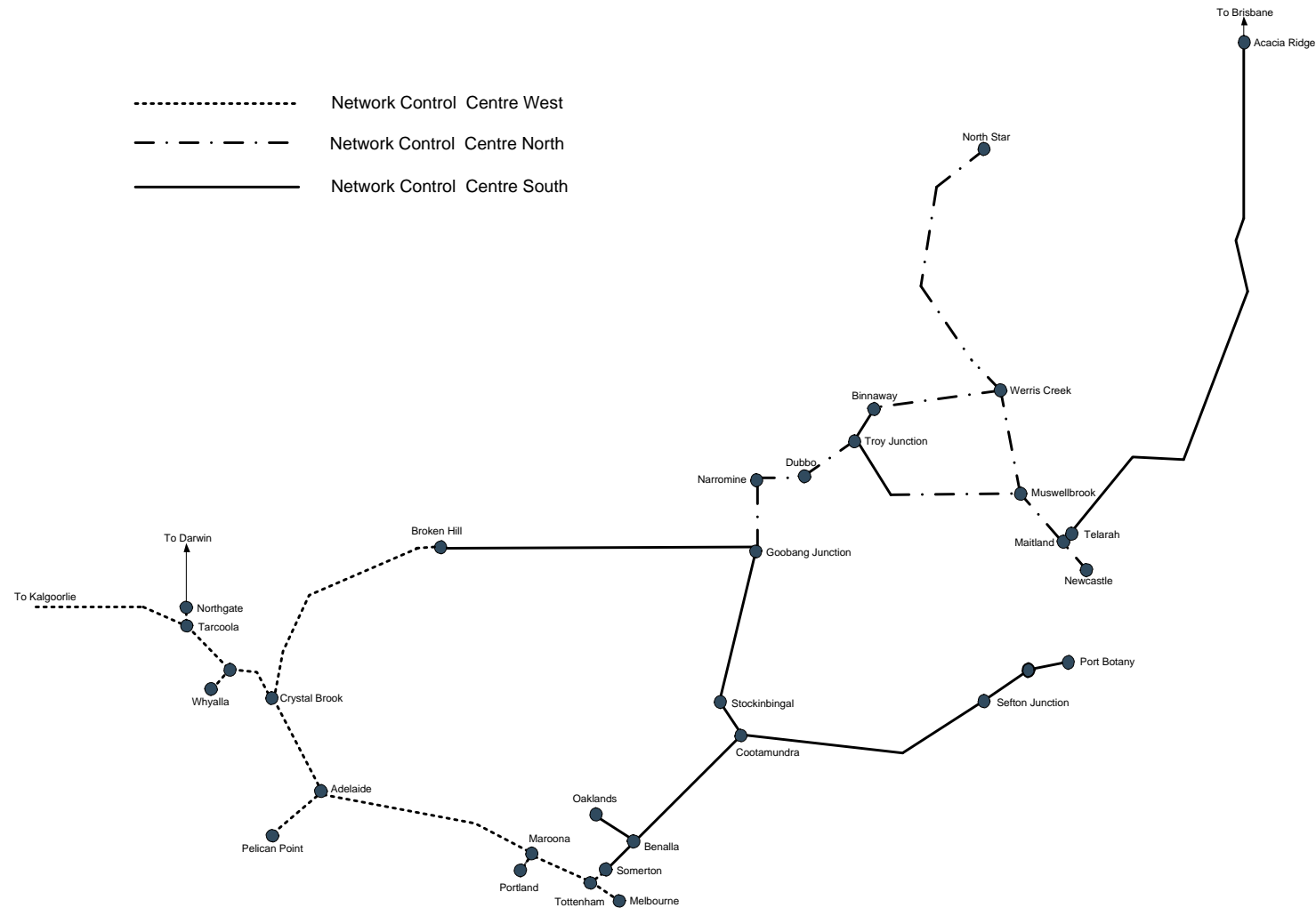
Location	Km	RIM
Acacia Ridge	971.136	Queensland Rail

8.3 Infrastructure Interfaces

ARTC has Safety Interface Agreements in place with parties that interface infrastructure boundaries with the ARTC Network. These Agreements define the interface boundary and detail the responsibilities of each interfacing party.

Safety Interface Agreements are available through the ARTC Intranet.

8.4 Network Control Centre Boundaries



8.5 Emergency contact - Network Control Centre West

Network Control Centre West - Communication Details								
Board	Room	Phone No. (Recorded)	Phone No. (Not Recorded)	Back up Telstra No. (Recorded)	Radio Channel	VCS Number	Emergency Number	Emergency Number
Vic SW CTC	1	08 8152 5933	08 8152 5202	08 8410 2946		08 8152 8013	08 8152 8073	0439 217 005
Melbourne Metro	2	08 8152 5941	08 8152 5210	08 8221 5652		08 8152 8002	08 8152 8062	0439 194 594
ABS Broken Hill	3	08 8152 5938	08 8152 5207	08 8221 5653		08 8152 8008	08 8152 8068	0439 460 561
Spare Room	4	08 8152 5932	08 8152 5201	08 8410 2943		08 8152 8012	08 8152 8072	0439 148 358
Vic NW CTC	5	08 8152 5931	08 8152 5200	08 8221 5323		08 8152 8001	08 8152 8061	0439 274 219
Spare	6	08 8152 5940	08 8152 5209	08 8221 7174		08 8152 8010	08 8152 8070	0439 209 984
South CTC	7	08 8152 5939	08 8152 5208	08 8221 5975	UHF 5	08 8152 8009	08 8152 8069	0439 346 222
Adelaide Metro	8	08 8152 5942	08 8152 5211	08 8221 6761		08 8152 8011	08 8152 8071	0439 213 430
West CTC	9	08 8152 5937	08 8152 5206	08 8221 5878		08 8152 8007	08 8152 8067	0439 317 037
North CTC	10	08 8152 5936	08 8152 5205	08 8221 5818	UHF 5	08 8152 8006	08 8152 8066	0439 335 902
Cook TO	11	08 8152 5935	08 8152 5204	08 8221 5662	UHF 2	08 8152 8005	08 8152 8065	0438 045 291
Parkeston TO	12	08 8152 5934	08 8152 5203	08 8221 5659	UHF 5	08 8152 8004	08 8152 8064	0407 449 413
TTM	13	08 8152 5252	08 8152 5212	08 8231 4506 0419 867 541		08 8152 8020	08 8152 8080	08 8152 8080

Current as of 08/06/2021

8.6 Emergency contact - Network Control Centre North

BROADMEADOW NCCN CONTACT LIST

16/09/2019

Position / Board Broadmeadow	Phone	EMERGENCY
Train Transit Manager	(02) 4902 9410	(02) 49029490
Port Waratah Network Controller	(02) 4902 7907	(02) 49027967
Kooragang Network Controller	(02) 4902 7906	(02) 49027966
Lower Hunter Network Controller	(02) 4902 7909	(02) 49027969
Middle Hunter Network Controller	(02) 4902 7908	(02) 49027968
Upper Hunter (1) Network Controller	(02) 4902 7910	(02) 49027970
Upper Hunter (2) Network Controller	(02) 4902 7911	(02) 49027971
Upper Hunter (3) Network Controller	(02) 4902 7905	(02) 49027965
North Network Controller	(02) 4902 7902	(02) 49027962
Phoenix Train Order (PTOS)	(02) 4902 7916	(02) 49027976
Phoenix Train Order 2 (PTOS2)	(02) 4902 7903	(02) 49027963
Terminal Co-Ordinator (Port & KCL)	0408 616692	
TTM EMERGENCY PHONES	Mob: 0439598718	
Live Run Network Controller	(02) 49797055	
Programing	(02) 49797168	(02) 49797129

Network Controller	Area Of Control from 07/04/2019
Port Waratah	Islington & Port Waratah (inclusive) to Sandgate (Exclusive)
Kooragang	Sandgate (Exclusive) Kooragang Island (inclusive)
Lower Hunter	Sandgate (inclusive) to Allandale (exclusive) Telarah & Bloomfield Branch line (inclusive) .
Middle Hunter	Allandale (Inclusive) to Singleton (inclusive)
Upper Hunter (1)	Singleton (exclusive) to Mangoola (exclusive) and Aberdeen (exclusive)
Upper Hunter (2)	Aberdeen (inclusive) to Werris Creek (exclusive)
Upper Hunter (3)	Mangoola (inclusive) to Gulgong (exclusive)
North	Werris Creek (inclusive) to Turrawan (inclusive)
PTOS	Turrawan (exclusive) to Moree to North Star Camurra to Camurra West (inclusive) Goobang Junction (exclusive) to Dubbo (inclusive) Dubbo to Merrygoen to Gulgong (Inclusive) Merrygoen to Werris Creek (Gap) (exclusive)
PTOS2	Monday to Friday Only (0615hrs to 1430hrs) Turrawan (exclusive) to Moree to North Star Camurra to Camurra West (inclusive) Goobang Junction (exclusive) to Dubbo (exclusive)

In Case Of Emergency the first point of contact must be the Network Controller

In Case Of Emergency the first point of contact must be the Network Controller

8.7 Emergency contact - Network Control Centre South

NCCS CONTACT LIST

Position / Board Junee	Phone		
	Normal	Priority	Emergency
Train Transit Manager	02 6930 5311 or 02 6924 9809	02 69249839	02 69249869
TTM Email Contact	tmsjune@artc.com.au		
Network Controller - Sydney 1	02 6924 9806	02 6924 9836	02 6924 9866
Network Controller - Sydney 2	02 6924 9804	02 6924 9834	02 6924 9864
Network Controller - Sydney 3	02 6924 9803	02 6924 9833	02 6924 9863
Network Controller - Main South A	02 6924 9807	02 6924 9837	02 6924 9867
Network Controller - Main South B	02 6924 9808	02 6924 9838	02 6924 9868
Network Controller - Main South C	02 6924 9802	02 6924 9832	02 6924 9862
Network Controller - Main South D	02 6924 9805	02 6924 9835	02 6924 9865
Network Controller - TOCO	02 6924 9801	02 6924 9831	02 6924 9861
Network Controller - North Coast A	02 6924 9811	02 6924 9841	02 6924 9871
Network Controller - North Coast B	02 6924 9812	02 6924 9842	02 6924 9872
Network Controllers Email Contact	networkcontrol-juneenetworkcontrollers@artc.com.au		
June Program	02 6930 6008 or 02 6930 6009		
June Program Email Contact	juneeprogram@artc.com.au		
Service Delivery Manager - Mitchell Sweeney	Office 02 6930 6001	Mobile 0417 121 533	
Operations Support Officer - Kerrie Quinn	Office 02 6930 6007	Mobile 0409 941 402	
Possessions Manager - Jim Adam	Office 02 6930 6006	Mobile 0439 467 714	
Communications Technican - Rodney Roy	Office 02 6930 6002	Mobile 0429 369 629	
Communications Technican - Shamimul Bashur	Office 02 6930 6003	Mobile 0428 776 267	
Communication Technican Email Contact	June_Comms@artc.com.au		

In case of emergency the first point of contact must be the Network Controller
 Priority and Emergency numbers to used only when reporting emergencies.

Control Board	Area Of Control
Sydney 1	Botany Yard (Incl) to Marrickville Junction (Incl) Marrickville Junction (Incl) to Enfield (Excl)
Sydney 2	Enfield (Incl) to Enfield West (Incl) Enfield West (Incl) to SSFL Leightonfield (Incl) Enfield West (Incl) to Sefton Park Jct (Excl) Chullora Junction (Incl) to Flemington Junction (Excl)
Sydney 3	SSFL Leightonfield (Excl) to Macarthur South Junction (Incl) Macarthur (Excl) to Berrima Junction (Excl) Mittagong Junction (Incl) to Braemar (Incl)
Main South A	Berrima Junction (Incl) to Harden (Excl) Unanderra (Excl) to Moss Vale (Incl)
Main South D	Medway Junction (Excl) to Harden (Excl) Day Assist for Main South A 0700-1500hrs or as arranged by Train Transit Manager
Main South B	Harden (Incl) to Albury (Excl) Coota West (Incl) to Stockinbingal (Incl)
Main South C	Somerton Vic (Incl) to Albury NSW (Incl) Benalla (Incl) to Oaklands (Incl) (PTOS Corridor)
TOCO	Stockinbingal (Excl) to Goobang Junction (Incl) Goobang Junction (Incl) to Broken Hill (Incl) Bogan Gate (Incl) to Bogan Gate North (Incl)
North Coast A	Telarah (Exc) to Kempsey (Excl)
North Coast B	Kempsey (Incl) to Acacia Ridge (Excl)