



COUNTRY
REGIONAL
NETWORK

Accessing the Country Regional Network

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Accessing the Country
Regional Network

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1. Definitions and Abbreviations

The following definitions and abbreviations are used throughout this document:

AS	Australian Standard
CRN	Country Regional Network
IMS	Integrated Management System, a system used by JHR P/L to manage the integration of Rail Safety, OHS, Quality, Environment and Engineering management systems
ONRSR – Office of the National Rail Safety Regulator	The Statutory Regulatory body for the Rail Transport industry
Pegasus	The company engaged by JHR P/L to manage the Rail Safety Worker Identification Card (On-Site Track Easy).
PRR	Principal Risk Register, the preferred register of risks and controls at the organisational level
Rail Safety National Law (NSW)	The Rail Safety National Law (NSW), to which JHR P/L is bound to comply for all rail safety elements relating to its obligations as a RIM
Rail Safety (Adoption of National Law) Regulation 2012	The Rail Safety (Adoption of National Law) Regulation 2012, to which JHR P/L is bound to comply for all elements of its rail SMS as a RIM
Rail Safety National Law National Regulations 2012	The Rail Safety National Law National Regulations 2012, to which JHR P/L is bound to comply for all elements of its rail SMS as a RIM
Rail Safety National Law Act (ACT) 2014	The Rail Safety National Law (NSW), to which JHR P/L is bound to comply for all rail safety elements relating to its obligations as a RIM, This Act, s 6 applies the Rail Safety National Law set out in the Rail Safety National Law (South Australia) Act 2012
Rail Safety National Law (ACT) Regulation 2014	The Rail Safety National Law National Regulations 2012, to which JHR P/L is bound to comply for all elements of its rail SMS as a RIM
SFAIRP	So Far As Is Reasonably Practicable, a measure of the level of risk mitigation required to be demonstrated to comply with legislation
SMS	Safety Management System, a part of the IMS

3. Reference documents

The following documents are referenced by or relate to this document:

- CRN Network Rules and Procedures;
- Rail Safety National Law (NSW) No 82a;
- Rail Safety (Adoption of National Law) Regulation 2012;
- Rail Safety National Law Regulations 2012;
- Rail Safety National Law Act (ACT) 2014;
- Rail Safety National Law (ACT) Regulation 2014
- WHS Act 2011; and
- WHS Regulations 2011.

4. Introduction

John Holland Rail Pty Ltd (JHR P/L) is the accredited Rail Infrastructure Manager (RIM) for the Country Regional Network (CRN). JHR P/L has effective management and control of the CRN and has a responsibility to implement effective control measures to manage those risks that are presented through everyday operations of the network.

JHR P/L provides information for accessing the CRN rail corridor through the induction process relating to the rail operations of JHR P/L on the CRN. A Rail Industry Induction accepted by JHR P/L (Safely Access the Rail Corridor, NTSA, RISI, or equivalent) is required for persons who access or work in the rail corridor. JHR P/L will also require persons working in or visiting offices and depots to be inducted in accordance with [Health and Safety Environmental Induction CRN-MPR-WHS-008](#).

The information contained in this document sets out the minimum requirements for accessing the CRN rail corridor and provides information to persons entering the rail corridor on the hazards associated with rail operations on the CRN. This document provides information on JHR P/L requirements and the expected behaviour of persons entering the CRN rail corridor.

5. Rail Industry Induction

All persons who perform rail safety work on the CRN require a Rail Industry Worker I.D card (RIW Card). The RIW card does not permit the cardholder to enter the rail corridor without a qualified Protection Officer (PO). Safely Access the Rail Corridor has superseded the rail Industry Corridor Induction (RICI). However, persons who have undertaken the RICI are not required to undertake Safely Access the Rail Corridor. Other Rail Infrastructure Managers (RIM) do not recognise RICI as an approved rail induction for accessing their network.

The PO is the only person who is authorised to implement worksite protection arrangements and is responsible for implementing an adequate level of protection for persons entering the CRN rail corridor.

A RIW card is not required under the following conditions:

- Personnel from an emergency response agency or combat agencies entering the rail corridor for the purposes of responding to an emergency or security incident;
- Specialist who are required to perform services for or on behalf of an emergency response agency or combat agency;
- External third parties who require access to the rail corridor for the purposes of treating utilities (refer to third party process in section 6 of this document);

- External government agencies who have powers under legislation to attend work and incident sites;
- Persons, third parties or contractors working on non - operational corridors where no potential to impact on operational lines exists.

4.1 RICl Exemption

Senior management representative or office based employee's or specialised persons performing one off activities/ task who are required to enter the rail corridor must obtain approval from the CRN Rail Safety Manager or Delegate by applying for a RICl exemption. The application and supporting forms are located in www.jhrcrn.com.au → [Network Operations and Access](#) → [Printable Network Forms](#).

In all cases, the person or organisation needing to enter the rail corridor must make prior arrangements with a JHR P/L representative. A JHR P/L representative must manage corridor access and an approved PO arranged by the person needing access to protect those persons from train operations and provide assurance that there is no impact on the safe operations of the network.

6. Evidence Required for Obtaining RIW Card

All rail industry workers entering the rail corridor must be in possession of a valid RIW card and provided upon request by a JHR P/L representative.

The minimum requirements to obtain a Pegasus card are:

- 100 Points of Identification;
- Medical documentation;
- WHS Construction Industry Induction;
- Rail Industry Safety Induction (RISI), or National Track Safety Awareness (NTSA) or One Track are all accepted or equivalent; and
- CRN Health, Safety & Environment induction.

If a Rail Safety Worker has applied for a RIW card and not yet in receipt of the card, the Rail Safety Worker is able to perform Rail Safety Work without the RIW card. The Rail Safety Worker must be in possession of the evidence that the relevant competence requirements are available.

A RICl Waiver approved by the Rail Safety Manager or delegate if a person is required to undertake Rail Safety Work and has not completed the above requirements. The form is available by accessing www.jhrcrn.com.au → [Network Operations and Access](#) → [Printable Network Forms](#). Application for Rail Industry Corridor Induction (RICl) Waiver.

Any exemptions for the WHS Construction Industry Induction cards are approved through the JHR P/L representative and approval granted by the Workplace Health and Safety Manager.

7. Third Party Access to CRN Operational and Non-Operational Rail Corridors

JHR P/L must approve access to the rail corridor by third parties. The third party must apply for approval by emailing CRN.3rdpartyworks@jhq.com.au and requesting the third party access application forms. Upon completion, the third party is to return the forms to the before mentioned address.

A review of third party access requests determine the access requirements.

The third party is not required to carry a RIW card when working in the rail corridor. The third party is required to supply a Protection Officer (PO) for work in the rail corridor who has completed the third party induction and holds the relevant competencies to implement worksite protection arrangements and holds a current RIW card.

A PO is not required for work on non-operational rail corridors where a potential to impact on operational corridors is not present. If the work is adjacent to an operational rail corridor where there is a potential to impact on the operational corridor, the third party is required to engage a PO and include measures to protect the operational corridor from their undertaking.

The Rural Fire Service (RFS) independently assess potential bushfire risk in regional NSW, which may include the rail corridor. The application must include:

- a cover letter of request to enter land,
- a *Bush fire Hazard Reduction Certificate Environmental Approval for Works* in accordance with section 100G of the Rural Fires Act 1997, and
- A map of the area to be burnt, known as a *Bush Fire Hazard Reduction Certificate*
- The certificate will have an end date, location description and method of burning (i.e. “low intensity”).

The Infrastructure team have authority to approve Bush Fire Hazard Reduction works on a local level. Known hazards such as potential for fall from heights are included in approval processes. As per the third party process outlined above, in all cases for work on live lines, the third party is to supply a Protection Officer (PO) for work in the rail corridor who has completed the third party Induction and holds the relevant competencies to implement worksite protection arrangements. A PO is not required for work in non-operational rail corridors where a potential to impact on operational corridors is not present.

6.1 Road Authorities

Any Road Authority that requires access to a level or pedestrian crossing, bridge or other structure (tunnel, footbridge etc), must do so in accordance with the Safety Interface Agreement or approved through the third Party process as detailed in section 6 of this document. Where a Safety Interface Agreement has not been agreed, the Road Authority must seek approval through the third Party Access process.

8. Fitness for Work

All persons entering the rail corridor are required to:

- Present themselves fit for work with a level of alertness that enables them to perform their role and responsibilities safely and diligently;
- Manage their rest sufficiently to minimise the risks of fatigue-related incidents;
- Inform their supervisor / manager if they have not obtained sufficient sleep; and
- Remain sufficiently hydrated whilst on site.

Persons working in the rail corridor are to maintain an adequate level of hydration to manage the effects of the physical environment and minimise the onset of fatigue in high heat situations. JHR P/L is committed to providing a workforce free of the effects of drugs and alcohol. JHR P/L will perform drug and alcohol tests under four conditions, which are:

- Conditions of employment testing (pre-employment or change in Rail Safety Worker classification);
- For cause or targeted testing;
- Post incident testing; and
- Random testing.

Additional information is located in [CRN-FRA-RLS-027 Drugs and Alcohol Program](#).

Note: Rail Transport Operators are required to test their employees under the conditions of their own drug and alcohol testing procedures unless under other agreed arrangements between the operator and JHR P/L.

All other persons entering the corridor for the purpose of rail related work will be subject to the JHR P/L drugs and alcohol program (including third party PO's).

JHR P/L's testing methodology and urine concentration levels for drugs derive from AS/NZS 4308:2008. Further information relating to cut-off levels from [CRN-FRA-RLS-027 Drugs and Alcohol Program](#).

9. Clothing Requirements

The minimum clothing requirements for entering the rail corridor are:

- High visibility clothing (orange);
- Ankle high boots (steel capped);
- Long trousers;
- Long sleeve shirts;
- Head protection, either hard hat or form of sun protection;
- Gloves and clip to be available, and
- Eye protection.

Note: The wearing of red or green clothing is prohibited in the CRN rail corridor.

Note: Any third party performing works at a road rail interface (level crossing) are permitted to wear their company issued high visibility safety clothing. When required to enter the rail corridor for other works JHR P/L high visibility clothing requirements must be applied.

Additional clothing and personnel protective equipment (PPE) will be determined during the work planning and risk assessment processes.

10. Safeworking Rules and Regulation

A qualified PO must be present when entering the rail corridor. The PO will provide an adequate level of protection in line with the CRN Network Rules and Procedures. The purpose of the rules and procedures is to provide separation of persons and worksites from rail traffic.

Note: Access to the danger zone is prohibited prior to the implementation of a work on track rule. Work in the Danger Zone is not to start until the PO has implemented additional defences in accordance with the CRN Network Rules and Procedures.

9.1 Planning Work in the Rail Corridor

The PO in consultation with the site manager must plan the worksite protection arrangements prior to entering the CRN rail corridor. The PO is to determine the level of protection that is required in accordance with the CRN Network Rules and Procedures. The PO in making a determination on the level of worksite protection must utilise Network Rule CNWT 300 Planning Work in the Rail Corridor to assess the level of protection required.

The PO is required to document the assessment on the Worksite Protection Plan and provide that information to all persons entering the CRN corridor as part of the site induction process. The PO must maintain records of safety information on the approved JHR P/L documentation. Access to all JHR P/L Network Rules and Procedures and associated safe notices and documentation can be accessed via the following; www.jhrcrn.com.au → [Network Operations and Access](#).

11. Reporting unsafe situations in the rail corridor

If you identify unsafe or unusual situations in the rail corridor or to the infrastructure, or environment, immediately report the situation to the JHR P/L representative and or the PO. If the unsafe situation presents a risk to the safety of railway operations or the network, the JHR P/L representative or PO will immediately report the situation to the Network Control Officer. The Site Manager and PO in consultation with the Network Control Officer will arrange for the site to be protected.