

Alternative Train Order Briefing Package

Protection Officer

Name:		Date			
Signature:					
I have completed / understood the tasks / information as indicated on the attached pages.					
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Alternate Train Order Briefing Protection Officer

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Alternate Train Order Briefing Protection Officer

Document Review

Name	Title	Date

Change History

Version	Date	Author	Comment
0.1	July 2020	Iaen Hodges	Draft
0.2	October 2020	Peter Grilk	Revised Draft
0.3	October 2020	Nicole Livingstone	Formatting Changes
1.0	October 2020	Scott Jones	Published

Network Rules & Procedures

Why are we changing the rules and procedures?

JHR developed rules and procedures to manage the rail operations within the Country Regional Network.

To continue to maintain error tolerant rules and procedures JHR have identified a need to improve the way we manage rail traffic in degraded situations and when working with track occupancy authorities.

What is changing in the rules and procedures?

JHR has reviewed the current rule and procedure and developed a new rule to assist in managing rail traffic in degraded situation and managing work trains within Track Occupancy Authorities.

While considering these changes, JHR endeavour to minimise the impact of the changes for Rail Traffic Crews and Protection Officers, leveraging off existing knowledge and understanding in the application of Train Orders and Track Occupancy Authorities.

As part of our commitment to informing Competent Workers operating in the CRN, the following information in this document is provided to give an overview of the proposed CRN rules and procedure changes.

How does the rule and procedure change affect me?

Competent Workers operating in the CRN are required to, as necessary, be qualified in the systems of Safeworking, Network Rules and Procedures relevant to their area of operation.

It is important that you read and understand these rule and procedure changes as they affect Network Control Officers, Track Workers, Track Vehicle Operators, Rail Traffic Crews, and other Competent Workers operating in the CRN.

Details are provided in this document to outline what Competent Workers need to do in relation to the relevant rule or procedure that applies to them.

When does the rule and procedure change happen?

Monday 30th November 2020.

CRN rule and procedure versions...

Make sure that you always use the latest versions of the CRN rules and procedures. The latest CRN rules and procedures are available at:

<http://www.jhrcrn.com.au/what-we-do/network-operations-access/network-rules-procedures-forms>

What is changing?

Section of the rule...	Section number...	Description...
System of Safeworking and Special Working	CNSY502	Train Order System (Minor amendment)
System of Safeworking and Special Working	CNSY 508	Alternative Train Order (New Rule)
System of Safeworking and Special Working	CNSY 510	Mishap Orders (Deleted)
Work on Track	CNWT 304	Track Occupancy Authorities (Minor amendment)
Work on Track	CNWT 314	Work Trains (Minor amendment)
Network Procedure	CNPR 701	Using Track Occupancy Authority (Minor amendments)

Amendments to the rules and procedure

The folow rules and procedure have been amended to support the introduction of Alternate Train Order working.

We have not changed the principle of the rule or the requirements of Safeworking roles.

Detailed information of the proposed changes are provided in this document.

RULE	NO.	NAME	COMMENT
CNSY	502	Train Order System	Minor amendments to identify Alternative Train Orders
CNWT	304	Track Occupancy Authority	Minor amendments to identify Work Train Orders
CNWT	314	Work Trains	Minor amendments to identify Work Train Orders
CNPR	701	Using a Track Occupancy Authority	Minor amendments to identify Work Train Orders

Redundant rules and procedures to be withdrawn from publication

With the introduction of Alternative Train Orders degraded situations will be managed by Special Orders and Mishap Orders will be withdrwn.

JHR have identified the following rules and procedures to be withdrawn from publication.

RULE	NO.	NAME	COMMENT
CNSY	510	Mishap Orders	Redundant Safeworking system

Changes to the glossary

Additional definitions to support the introduction of Alternate Train Order working.

New rule for the CRN CNSY 508 Alternative Train Order

There is a new rule – CNSY 508 Alternative Train Order that outlines the process of managing Special Orders and Work Train Orders.

RULE	NO.	NAME	COMMENT
CNSY	508	Alternative Train Orders	New rule introduces Special Orders / Work Train Orders

Change Summary

Change colour coding categories...

We have used a simple colour system to assist in the understanding of the rule and procedure changes throughout this document.

If it is in yellow	New rule / procedure details
If it is in red	Deleted rule / procedure details

Work on track rules

Amendments to CNWT 304 Track Occupancy Authority

Authorisation

Amendment to introduce Joint occupancy with a Work Train Order.

Joint occupancy with a Work Train Order (WTO)

The Network Control Officer may authorise a WTO where there is a current TOA:


- after the Protection Officer and Rail Traffic Crew have made agreed arrangements, and
- obtained the supplementary code from the Rail Traffic Crew

Protection Officer must arrange the work train to be piloted into and within the TOA.

Rail Traffic

Departing rail traffic

Work trains passed complete beyond a worksite and not returning do not require a pilot or piloting.

CNWT 304	CNWT 304
<p>Track Occupancy Authority</p> <p>Authorisation cont.</p> <hr/> <p> NOTE A TOA must not be authorised unless the control system can confirm that the train has passed complete beyond the limits of the worksite location or the starting point of a track vehicle movement and will not return.</p> <hr/> <p>Occupancy with disabled rail traffic To allow <i>infrastructure</i> restoration work, the Network Control Officer may authorise a TOA for a portion of track occupied by disabled rail traffic, in accordance with Network Rule CNGE 206 Reporting and responding to a Condition Affecting the Network (CAN).</p> <p>Authorising a second TOA The Network Control Officer may authorise a second TOA for the same or overlapping limits after the second Protection Officer has:</p> <ul style="list-style-type: none">– made agreed arrangements with the holder of the first TOA, and– obtained the supplementary code from the holder of the first TOA, and– provided the supplementary code to the Network Control Officer. <p>Each TOA must be recorded separately in <i>permanent form</i>, and where possible have its own blocking facility applied.</p> <p>Joint occupancy with a Track Work Authority (TWA) The Network Control Officer may authorise a TOA where there is a current TWA:</p> <ul style="list-style-type: none">– after the Protection Officers have made agreed arrangements, and– with the agreement of the TWA Protection Officer. <p>Prior to the issue of a TOA for a wrong running-direction track vehicle journey, the TWA Protection Officer must place three Railway Track Signals at least 500m, and no more than 1000m from the worksite, for the expected wrong running-direction movement.</p> <p>Joint occupancy with a Work Train Order (WTO) The Network Control Officer may authorise a WTO where there is a current TOA:</p> <ul style="list-style-type: none">– after the Protection Officer and Rail Traffic Crew have made agreed arrangements, and– obtained the supplementary code from the Rail Traffic Crew <p>Protection Office must arrange the work train to be piloted into and within the TOA.</p>	<p>Track Occupancy Authority</p> <p>Rail traffic cont.</p> <p>Adjacent lines If the safety assessment indicates that workers need to be protected from rail traffic on adjacent lines, the Protection Officer must arrange for adjacent lines to be protected as per Network Procedure CNPR 712 Protecting work from rail traffic on adjacent lines. The Protection Officer may arrange for the speed of rail traffic on adjacent lines to be restricted.</p> <p>Piloting Work Trains must be piloted in accordance with Network Procedure CNPR 710 - Piloting Rail Traffic. The Protection Officer or a <i>delegate</i> must act as the Pilot.</p> <p>Entering and Within TOA limits Rail traffic movements associated with the TOA limits must be piloted.</p> <p>Departing rail traffic Rail traffic may depart from the TOA limits only on the authority of the Network Control Officer. Work trains passed complete beyond a worksite and not returning do not require a pilot or piloting.</p> <p>Liaison with Network Control The Protection Officer must be the only point of contact between <i>Network Control</i> and workers for matters of worksite protection. The Protection Officer must:</p> <ul style="list-style-type: none">– tell affected Network Control Officers about protection applied to lines adjacent to the TOA,– tell affected Network Control Officers about work progress,– arrange for the movement of rail traffic associated with the TOA, and– if necessary, seek an extension of time.

Amendments to CNWT 314 Work Trains

General

Additional instruction

In Train Order Territory, work trains must be issued a Work Train Order whenever possible.

Piloting

Additional instruction

Work trains that have passed complete beyond all worksites within the TOA limits, and not returning, do not require a pilot or piloting.

CNWT 314	JOHN HOLLAND
Work trains	
Purpose	
To prescribe the rules for operating work trains in the Country Regional Network (CRN).	
General	
Work trains must work at worksites under the following work on track authorities:	
<ul style="list-style-type: none">– a Local Possession Authority (LPA), or– a Track Occupancy Authority (TOA).	
Possession Protection Officers, Protection Officers, Pilots, and rail traffic crews must maintain effective communication.	
In Train Order Territory, work trains must be issued a Work Train Order whenever possible.	
Piloting	
The Possession Protection Officer or Protection Officer, or a delegate, must act as the Pilot.	
Entering or Travelling Within LPA or TOA limits	
Work trains must be piloted into the Authority limits from:	
<ul style="list-style-type: none">– the absolute signals protecting the limits, or– if there are no absolute signals, from the entry to the section.	
Work trains must be piloted within the Authority limits.	
Work trains that have passed complete beyond all worksites within the TOA limits, and not returning, do not require a pilot or piloting.	
Absolute signals	
Within the LPA or TOA limits, rail traffic crews must get the Network Control Officers authority before passing absolute signals at STOP that cannot be cleared.	
If the LPA or TOA limits are within yard limits, rail traffic crews must get the Network Control Officers permission for unsignalled movements.	
Permissive signals	
Within LPA or TOA limits, permissive signals may be passed at STOP on the Pilot's or Protection Officer's direction.	
Slip sites	
If a signal at STOP protects a slip site, Rail traffic crew must follow the directions on the instruction sign on the signal.	
Departing	
Work trains may depart the specified limits of the LPA or TOA only on the Network Control Officer's authority.	

Network Procedures

Amendments to CNPR 701 Track Occupancy Authority

Obtaining a Track Occupancy Authority

Amendment to introduce Joint occupancy with a Work Train Order.

Joint occupancy with a Work Train Order (WTO)

A Work Train Order can be issued where a Track Occupancy Authority (TOA) is current.

Protection Officer

- Make agreed arrangements and provide Rail Traffic Crew the supplementary code.

Rail Traffic Crew

- Obtain supplementary code from Protection Officer for associated TOA and provide supplementary code to Network Control Officer (NCO).

Network Control Officer

- Issue Work Train Order to Rail Traffic Crew.

CNPR-701 JOHN HOLLAND

Using a Track Occupancy Authority

1

Joint-occupancy with a Work Train Order (WTO)

A Work Train Order can be issued where a Track Occupancy Authority (TOA) is current.

Protection Officer

1. → Make agreed arrangements and provide Rail Traffic Crew the supplementary code.

Rail Traffic Crew

2. → Obtain supplementary code from Protection Officer for associated TOA and provide supplementary code to Network Control Officer (NCO).

Network Control Officer

3. → Issue Work Train Order to Rail Traffic Crew.

Protecting worksites

NOTE

When using Railway Track Signals, make sure that red flags/red lights are placed in the middle of the four-foot, adjacent to the railway track signal closest to the worksite.

Protection Officer

Establish if railway track signal protection is required. If required:

1. → Make sure that railway track signal protection is placed on all points of entry to the worksite. Place three Railway Track Signals and red flag/red light at least 500m from the worksite.




FIGURE-1: Example of protection arrangements for a single worksite.

2. → If a controlled absolute signal is within 500m of the worksite, a controlled absolute signal more than 500m from the worksite must be used for worksite protection.

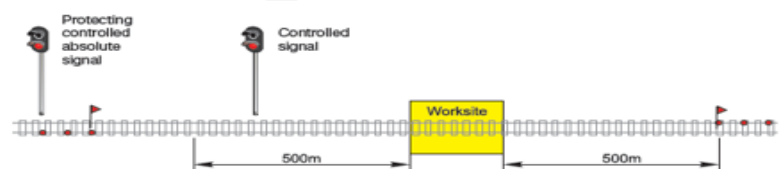


FIGURE-2: Example of protection arrangements for a worksite when the closest signal is less than 500m from the worksite, a signal more than 500m from worksite used for protection.

Amendments to Glossary ...

What has changed?

Added the definition for,

Special Order	A bi-directional authority issued to rail traffic in Train Order Territory
Special Working	rail traffic movements authorised using a Special Proceed Authority (SPA), Pilot Staff Working, manual block working or Special Order.
Work Train Order	An order issued to a work train authorising movement into and within a Track Occupancy Authority in Train Order Territory

What has changed?

Removed the definition for,

Mishap Order	Definition removed as no longer applies with the introduction of ATO
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New CRN rule

CNSY 508 Alternative Train Order

The introduction of Alternative Train Order rule supplements the existing Train Order system by permitting exceptional rail vehicle movements, or movements that cannot be authorised under existing Train Order rules.

Special Order

Special Orders authorise single-line rail vehicle movements in Train Order territory to assist disabled rail traffic or for work that cannot be authorised under existing Train Orders.

Work Train Order

Work Train Orders authorise a work train, such as a ballast train, rail set or recovery/breakdown recovery vehicle, to operate within the limits of a Track Occupancy Authority (TOA).

CNSY 508	JOHN HOLLAND
Alternative Train Orders	
Purpose To describe Alternative Train Orders used in the Country Regional Network (CRN).	
Principle Alternative Train Orders supplement the existing Train Order system by permitting exceptional rail vehicle movements, or movements that cannot be authorised under existing Train Order rules.	
Special Order Special Orders authorise single-line rail vehicle movements in Train Order territory. CRN Network Control may issue a Special Order to: <ul style="list-style-type: none">– Complete movement of rail vehicles between nominated control points or existing Train Order limits where an existing Train Order cannot be issued, and/or– Assist the recovery or clearance of disabled rail vehicles.	
Work Train Order Work Train Orders authorise a work train, such as a ballast train, rail set or recovery/breakdown recovery vehicle, to operate within the limits of a Track Occupancy Authority (TOA). CRN Network Control may issue a Work Train Order to the work train crew to permit entry and operation within the limits of the TOA after the crew: <ul style="list-style-type: none">– Make agreed arrangements with the holder of the TOA, and– Obtain a supplementary code from the holder of the TOA, and– Supply the supplementary code to the Network Control Officer (NCO). Once the supplementary code is received by the NCO, the Work Train Order may be issued to the Rail Traffic Crew of the work train.	
Issuing and Authorising Alternative Train Orders Where circumstances require the issue of an Alternative Train Order (Special Order or Work Train Order), and where it has been confirmed that a Train Order cannot be issued, a Network Control Officer must: <ul style="list-style-type: none">– Compile an Alternative Train Order using the computerised train order system.– Issue the Alternative Train Order verbally to the Rail Traffic Crew.– Authorise the Alternative Train Order after acknowledging a correct read back of the Order details from the Rail Traffic Crew Rail Traffic Crew receiving an Alternative Train Order must: <ul style="list-style-type: none">– Compile them on a Train Order form (CNRF 009) while the details are being read to them by the NCO, and– Confirm all details of the Order by reading them back to the NCO when requested.	

Note:

Special Orders permit bi-directional rail traffic movements.

A Special Order can be issued to the failed or assisting rail traffic.

Special Orders allow all required movements to be completed with a single authority.

Rail Traffic Crew record the SPECIAL Order details on the existing TO form CNRF009.

Failed rail traffic is protected using existing protection rules.

When a failed trains Train Order is cancelled the Train Order system maintains the track reservation restricting all movement to Special Orders movement only.

Work Train Orders provide a valid authority to enter and occupy a TOA.

The Protection Officer will confirm the work and provide the rail traffic crew a supplementary code.

The rail traffic crew will provide the NCO the supplementary code to allow the issue of the Work Train Order.

Alternate Train Order Briefing

Protection Officer

CNSY 508	JOHN HOLLAND
Alternative Train Orders	
Limits of authority	
The limits of authority for a Special Order must be specified by the NCO and recorded;	
<ul style="list-style-type: none">- In the computerised train order system by the NCO, and- On the Train Order form CNRF009 by the Rail Traffic Crew.	
The limits of authority for a Work Train Order and the limits of the TOA it is associated with must be specified by the NCO and recorded;	
<ul style="list-style-type: none">- In the computerised train order system by the NCO, and- On the Train Order form CNRF009 by the rail vehicle crew.	
Assurances	
The Network Control Officer must ensure that:	
<ul style="list-style-type: none">- The track within the limits of an Alternative Train Order will only be occupied by the authorised rail vehicles, and- Effective communication is established between:<ul style="list-style-type: none">- rail vehicle crew/s, and- the Competent Worker responsible for a related TOA, and- All previously issued Train Orders relating to the section of track to which an Alternative Train Order is to be issued have been cancelled or fulfilled, and- Any obstructions on the track are protected to ensure they are not struck by a rail vehicle, and- Work on Track authorities, or methods not associated with the Alternative Train Order, are cancelled, or fulfilled, and- Competent Workers known to be affected by the issue of an Alternative Train Order have been advised of planned movements authorised by an Alternative Train Order, and- Rail Traffic Crew is, or will be, advised of any known temporary speed restriction applied to the section of track relevant to the Alternative Train Order, and- Where required, disabled rail vehicles are managed in accordance to CNTR 400 Protecting Rail Traffic and CNTR416 Disabled Rail Traffic.- All conditions required relating to CNGE206 Reporting and Responding to a Condition Affecting the Network have been met.	
Transferring Alternative Train Orders	
Rail vehicle crew must confirm all Alternative Train Order details with replacement crew if or when a shift change occurs.	

Note:

Special Order and Work Train Order limits of authority will be specified by the NCO.

The detail of the train running requirements will be detailed in the Special Instructions of the Train Order from CNRF009.

Alternate Train Order Briefing

Protection Officer

CNSY 508	JOHN HOLLAND
Alternative Train Orders	
Cancelling an Alternative Train Order	
An Alternative Train Order may only be cancelled by Network Control if:	
<ul style="list-style-type: none">- The Network Control Officer is assured that the authorised rail vehicle movement has not commenced, or has not been completed, and- The relevant rail vehicle is stationary, and- All affected Competent Workers have been told the Alternative Train Order will be CANCELLED.	
Fulfilling an Alternative Train Order	
An Alternative Train Order can only be fulfilled when the following conditions have been met:	
<ul style="list-style-type: none">- The Network Control Officer has confirmed that the authorised movement has been completed, and- The related rail vehicle/s is stationary, and- The location of the stationary rail vehicle/s has been confirmed with the Rail Traffic Crew, and- All affected Competent Workers have been told the Alternative Train Order will be FULFILLED.	
JHR Network Procedures	
CNPR 710 Piloting rail traffic	
CNPR 721 Spoken and written communication	
CNPR 720 Protecting rail traffic	

Note:

Alternative Train Orders may be cancelled if:

- Vehicle movements have not commenced or are not completed
- The vehicle is stationary
- Workers are told of the cancellation

Alternate Train Order may be fulfilled when

- Authorised movements are complete
- Vehicles are stationary
- Workers are told of the fulfillment