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# **SYDNEY TRAMWAY MUSEUM**

**SAFETY IN TRAM CABS**

**DECEMBER 2006**



# SYDNEY TRAMWAY MUSEUM

## **1. Purpose**

To ensure safety in the cab of trams by ensuring that all people in the cab are aware of the relevant hazards and meet the necessary safety requirements.

## **2. Scope**

This procedure applies to all trams operated by the Sydney Tramway Museum.

## **3. Responsibilities**

The Operations Manager shall be responsible for ensuring that all tram crews comply with this procedure.

The driver shall be responsible for ensuring that all visitors to the tram cabin comply with this procedure.

## **4. References**

None

## **5. Definitions**

OIC                Officer in Charge - the person appointed to supervise all operations on an operating day

## **6. Actions**

### **6.1 Persons Authorised to Enter the Tram Cab**

The following persons are normally allowed free and unrestricted access to the cab of any tram at the Sydney Tramway Museum:

- The rostered preparation tram crews;
- The rostered running tram crews;
- The Works crews;
- The maintenance staff; and
- Officer in Charge.

For any other person, approval shall be given by the tram driver and the OIC.

The number of people permitted in the cab of any tram when in motion shall be dependent upon the available space within the cab and shall allow the tram driver to perform his/her job of operating the tram unhindered. Visitors must obey any requests from the tram driver.

Visitors may be requested by the tram driver to leave the cab at short notice. Any person who is not physically able to exit the cab unaided will not be permitted in the cab when the tram is moving.

No person believed to be affected by alcohol or drugs will be permitted in the cab.

### **6.2 Personal Protective Equipment.**

All persons in the cab of any tram when in motion must be wearing the following personal protective equipment:

- Fully enclosed non slip shoes;

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- Clothing not to be loose or voluminous;
- No back packs: and
- Only small and secured accessories may be worn or carried.

### **6.3 Hazards**

Tram crew and visitors must be aware of the following identified hazards in the tram cab:

- Take care when bending down to insert or remove punches;
- Hold handrails when entering or egressing the tram cabs;
- Use steps where appropriate when entering or egressing the tram cabs;
- Take care to avoid striking any part of your body when entering or egressing the cab;
- Be careful not to catch items of clothing when entering or egressing the cab;
- Be aware of the handbrake handle when releasing the handbrake;
- Ensure that the seat is properly secured;
- Ensure the cab floor is clear of any trip hazards. Exercise caution when moving around the cab;
- Be aware of live electric equipment on some trams; and
- Be aware of rocking of the tram while in motion. Hold onto handrails.