



SYDNEY TRAMWAY MUSEUM

SAFETY IN TRAM CABS

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2. Version History:

Version Number	Date	Reason/Comments
1.0	12/12/2006	Initial issue
1.1	08/12/2008	Add Interference to Dead Man Equipment
1.2	31/03/2016	Amended Distribution List format
1.3	12/05/2020	Review document and Corrected spelling errors.

Approved by _____ **Signature & Date** _____

3. Distribution List

Position	Date	Location of Documents
Rail Safety Manager		Original held on GOOGLE secure Website
STM WEB SITE		Updated regularly and put onto the STM Web site.
STM Office		STM Office Computer
STM Office		STM Office cupboard

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;
- 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.

6.3 Interfering With Safety Interlock (Dead Man) Equipment

It is a criminal offence, punishable by law, for anyone to interfere with any Safety Interlock (Dead Man) equipment that may be fitted to any tramcar in the museum's fleet. This equipment has been fitted for safety reasons and as such should be allowed to operate as designed.

6.4 Talking or Texting on Mobile Phones

Tram crews are not to take phone calls, talk, text or receive text messages whilst the trams are in motion. They must wait until the tram arrives at the terminus. Unless in emergency situations they can make an emergency phone call to the OIC or emergency services when the tram stops.

However the conductor may answer a call only on the Museum's mobile phone whilst the tram is moving.

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