

Document Control Record

1. Document Details:

Name: PROCEED ORDER
Number STM6037
Version Number: 1.34

Document Status: Working Draft
 Approved for Issue
 Archived

Next Scheduled Review Date:

2. Version History:

Version Number	Date	Reason/Comments
1.0	08/05/2008	Initial draft
1.1	13/06/2015	Revised the layout to include loss of a Staff.
1.2	19/07/2015	Corrected minor wording on the form
1.3	31/03/2016	Amended Distribution List format and document number
1.4	14/05/2020	-Document Reviewed and no changes required.

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

PROCEED ORDER

DAYDATE TIME

To Driver of tram
(Name) (Tram No.)

You are authorised to proceed from Loftus to and return, without
(Location)
the staff for the section.

CROSS THIS BOX OUT IF NOT APPLICABLE

Tram is at and is disabled or not to be moved and is in
(Tram No.) (Location)
possession of the staff for the section Loftus to
(Location)
The Driver of tram has been instructed to safeguard the
(Name) (Tram No.)
staff, remain at that location and not to move tram until your arrival
(Tram No.)

OR

CROSS THIS BOX OUT IF NOT APPLICABLE

The staff for the section Loftus to cannot be located
(Location)

Authorised by:
Print name. Membership No Signature.

SYDNEY TRAMWAY MUSEUM.

PROCEED ORDER

DAYDATE TIME

To Driver of tram
(Name) (Tram No.)

You are authorised to proceed from Loftus to and return, without
(Location)
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CROSS THIS BOX OUT IF NOT APPLICABLE

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(Tram No.) (Location)
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(Location)
The Driver of tram has been instructed to safeguard the
(Name) (Tram No.)
staff, remain at that location and not to move tram until your arrival
(Tram No.)

OR

CROSS THIS BOX OUT IF NOT APPLICABLE

The staff for the section Loftus to cannot be located

The staff for the section Loftus to cannot be located
(Location)

Authorised by:
Print name. Membership No Signature.