



SYDNEY TRAMWAY MUSEUM

TRACK WORK PROCEDURE

JULY 2010

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SYDNEY TRAMWAY MUSEUM

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SYDNEY TRAMWAY MUSEUM

1. Purpose

The purpose of this procedure is to describe the processes for working on the various tracks around the Museum.

2. Scope

This procedure shall apply to track work carried out at the Sydney Tramway Museum. When track work or associated other works is being conducted within the rail corridor the following procedures must be adhered to.

3. References

None

4. Definitions

OIC - Officer in Charge

5. Introduction

Only persons who have been inducted and gained a track safety awareness certificate are allowed to perform work in the area.

Personal Protective Equipment to be used during this procedure is:

- high visibility clothing, either high visibility shirt or vest must be worn;
- It is also recommended that steel cap boots be worn; and
- As the work is performed outside, hats and sunscreen is advised to be worn for protection from the sun.

6. Track Work on Single Line Track

When track work is being done on a single line track, the Infrastructure Manager or a project manager on the nominated day, controls all tram movements on that line being worked upon.

The OIC will be notified by the Infrastructure Manager or the project manager on the day prior to any traffic commencing operation.

The section staff of the line being worked upon, shall be in the possession of the Infrastructure Manager or project manager at the work site to prevent trams from passing without approval. Depending on the level of works being undertaken the Infrastructure Manager is responsible to determine if trams can use line while the works are being undertaken.

6.1 Works Being Undertaken on the Track.

The site being worked on will be identified by the deployment of traffic cone with a flag in the "4 foot" to mark the commencement of the work site area and at the end of the work site area.

No tram may enter the staff section without the section staff. Trams may move in the section under instruction of the Infrastructure Manager or project manager on the day.

6.2 Works Being Undertaken on the Corridor

The site being worked on will be identified by the deployment of traffic cone next to the track to mark the commencement of the work site area and at the end of the work site area

To pass the work site area, the tram must come to a complete stop at the first cone and wait until an "Authority to Proceed" through the area, is given. This is to ensure that all persons, plant and material are clear of the running line.

SYDNEY TRAMWAY MUSEUM

7. Track Work on a Double Track Section

When track work is being done on a double line track, the Infrastructure Manager or a project manager on the nominated day, controls all tram movements on that line being worked upon.

The OIC will be notified by the Infrastructure Manager or the project manager on the day prior to any traffic commencing operation.

7.1 Works Being Undertaken on the Corridor

The site being worked on will be identified by the deployment of traffic cone next to the track to mark the commencement of the work site area and at the end of the work site area

To pass the work site area, the tram must come to a complete stop at the first cone and wait until an “Authority to Proceed” through the area, is given. This is to ensure all persons, plant and material are clear of the running line.

The tram speed is to be reduced from line speed to 10 kph (approximately walking pace) at the commencement cone and maintained until the end cone has been cleared. The tram horn or bell is also to be sounded to alert personnel of it’s approach. Once the end cone is cleared full line speed may be resumed.

The section staff shall be in the possession of the Infrastructure Manager or project manager at the work site to prevent trams from passing with out approval. Depending of the level of works being undertaken the Infrastructure Manager will determine if trams can use the adjacent running line or the line that works is being undertaken upon.

7.2 Work Being Undertaken on the Adjoining Line.

If the adjacent track is being worked on, the cones will be placed in the “6 foot” (in between the two running lines) to indicate to start and end of the work site area.

To pass the work site area, the tram must come to a complete stop at the first cone and wait until an “Authority to Proceed” through the area, is given. This is to ensure all persons, plant and material are clear of the running line.

When a tram is passing the work site area on the adjoining track, its speed is to be reduced from line speed to 10 kph (approx walking pace) at the commencement cone and maintained until the end cone has been cleared. The tram horn or bell is also to be sounded to alert personnel of it approach Once the end cone is cleared full line speed may be resumed.

7.3 Work Being Undertaken on the Track.

The section staff shall be in the possession of the Infrastructure Manager or project manager at the work site to prevent trams from passing with out approval. Depending of the level of works being undertaken the Infrastructure Manager will determine if trams can use the adjacent running line or the line that works is being undertaken

The site being worked on will be identified by the deployment of cones with a flag in the “4 foot” to mark the commencement of the work site area and at the end of the work site area.

Trams may move in the section under instruction of the Infrastructure manager or project manager on the day.

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