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1. PURPOSE

The purpose of this rule is to provide instructions for Fulfilling the responsibilities of Rail Traffic Crew in the Public Transport Authority (PTA) Network.

2. GENERAL

Rail Traffic Crew must be Competent:

- for the Rail Traffic they operate in the PTA Network;
- in the Systems of Safeworking relevant to their area of operation; and
- for the Route over which they Travel.

3. RESPONSIBILITIES

Rail Traffic Crew must:

- make sure their Rail Traffic can be operated safely before they enter, and during Travel in the PTA Network;
- tell the Train Controller if a defect is detected on their Rail Traffic;
- tell the Train Controller if an Infrastructure defect is detected;
- cooperate with Competent Workers in the performance of their duties;
- tell the Train Controller about breaches to PTA Safeworking Rules and Procedures; and
- promptly report delays to the Train Controller.

NOTE
The Operator’s Representative must tell the Train Controller about safety arrangements that are put in place in the event of a failure of their Rail Traffic.

3.1. VIGILANCE

Rail Traffic Crew must:

- observe the Track in the direction of Travel;
- observe other Rail Traffic;
- frequently observe to the rear to ensure that the Rail Traffic is following in a safe and proper manner;
- not engage in any activity that distracts their attention, or the attention of others;
- be prepared to Stop or reduce Rail Traffic speed if required;
• advise the Rail Traffic Crew of any Rail Traffic known to be following when it is necessary to Stop or reduce speed;
• not exceed speed limits;
• reduce Rail Traffic speed if it is considered that the conditions prevent safe operation at Normal Speed;
• Stop if braking equipment is not considered to be operating as expected;
• pay particular attention when:
  o Authorities are being received;
  o Travelling under a Proceed Restricted Authority (PRA);
  o reporting their position;
  o visibility is impaired for any reason; and
  o when approaching:
    ▪ a Block Section;
    ▪ a crossing or passing Location;
    ▪ Signals, indicators or signs;
    ▪ Track Workers; or
    ▪ Level Crossings.

3.2. CROSS CHECKS

Each Rail Traffic Crew member must be aware of and agree to the current limit of Authority.

The Rail Traffic Crew must confirm the meaning of:

• Signals;
• Point’s settings; and
• Temporary Speed Restriction (TSR) signs.

3.3. DISPLAY OF AUTHORITY

Where the Authority is carried on the Rail Traffic, it must be displayed in conspicuous view of the Rail Traffic Crew at the controls of the Rail Traffic.
4. **RAIL TRAFFIC CREW CHANGEOVER**

*Rail Traffic Crew* must tell a relieving *Rail Traffic Crew* about any conditions that could affect the operation of the *Rail Traffic*.

4.1. **RELEIVING RAIL TRAFFIC CREW**

The relieving *Rail Traffic Crew* must check the status of the *Authority* that is *In Effect* and, if a written *Authority*, make sure that it is:

- understood;
- correctly recorded; and
- clearly displayed.

4.2. **RAIL TRAFFIC CREW BEING RELIEVED**

The *Rail Traffic Crew* being relieved must not depart until they have made sure that the relieving *Rail Traffic Crew* understands:

- the status of the *Authority* in effect;
- the status of *Signals* and *Points*;
- the speed limits applicable for the *Rail Traffic*;
- the status of *Track* and *Track Speed Restrictions (TSRs)* in place; and
- any factors that could affect the safety of *Rail Traffic*.

5. **EXAMINATION OF OTHER RAIL TRAFFIC**

*Rail Traffic Crew* must check other *Rail Traffic* as effectively as the circumstances allow, for:

- loading irregularities;
- *Rail Traffic* defects;
- dragging equipment;
- the presence and operation of an *End-Of-Train Marker*; and
- any other irregularities.
6. REPORTING AND MANAGING OF FAULTS AND UNSAFE CONDITIONS

If a defect or unsafe condition is detected on other Rail Traffic, the Rail Traffic Crew must tell:

- the affected Rail Traffic Crew, and
- the Train Controller.

If a fault or failure requires attention by the affected Rail Traffic Crew, the affected Rail Traffic Crew must, if necessary, arrange for Protection from other Rail Traffic in accordance with Rule 4001 Protecting Rail Traffic.

7. OVERDUE OCCUPANCIES

7.1. STOPPED RAIL TRAFFIC

If a Rail Traffic stoppage is or will become extended, the Rail Traffic Crew must:

- tell the Train Controller the Location and the reason why the Rail Traffic is overdue;
- if necessary, secure the Rail Traffic; and
- if necessary, provide Protection for the Rail Traffic in accordance with Rule 4001 Protecting Rail Traffic.

7.2. INSPECTING STOPPED RAIL TRAFFIC

![WARNING]

Where there is a risk of being struck by Rail Traffic on Adjacent lines, the Rail Traffic Crew must arrange to implement safety measures to reduce the risk.

![WARNING]

Adjacent lines may be under the control of different Train Controllers or Access Providers.

If it is necessary to inspect their Rail Traffic, the Rail Traffic Crew must:

- make sure that they and the Rail Traffic are protected against Rail Traffic on Adjacent lines; and
- tell the Train Controller the result of the inspection.
7.3. DISABLED RAIL TRAFFIC

If the Rail Traffic Crew reports overdue Rail Traffic as Disabled, the Train Controller must act in accordance with Rule 4009 Removing Disabled Rail Traffic.

8. CONFIRMING RAIL TRAFFIC IS COMPLETE

When it is necessary to determine that Rail Traffic is Complete, the following methods must be used by Rail Traffic Crew or other Competent Workers:

- a visual inspection has verified the presence of the End-Of-Train Marker;
- information is provided by an End-Of-Train Monitor;
- no unaccounted brake reduction has occurred and no other sign on the brake gauge is evident which indicates the Train is not Complete; and
- it is determined that the correct Vehicle is at the rear of the Rail Traffic.

9. REFERENCE

Rule 4001 Protecting Rail Traffic
Rule 4009 Removing Disabled Rail Traffic

10. EFFECTIVE DATE

1 November 2015