PUBLIC TRANSPORT AUTHORITY
SAFEWORKING RULES AND PROCEDURES

1001
SCOPE OF THE
PTA SAFEWORKING RULES
AND PROCEDURES
CONTENTS

1. Purpose .................................................................................................................. 3
2. Structure and Management of the PTA Safeworking Rules and Procedures........ 4
   2.1. Development .................................................................................................. 4
   2.2. Structure of the PTA Safeworking Rules and Procedures .................................. 4
   2.3. Managing the Rules and Procedures .................................................................. 5
   2.4. Unusual Working ........................................................................................... 5
3. Extent of the Network ............................................................................................ 5
   3.1. Interface Locations Between Public Transport Authority and Arc Infrastructure .......................................................... 7
   3.1.1. Midland ..................................................................................................... 7
   3.1.2. Woodbridge ............................................................................................ 7
   3.1.3. Kenwick .................................................................................................... 7
   3.1.4. Armadale .................................................................................................. 7
   3.1.5. Fremantle ................................................................................................ 8
4. Intent of the PTA Safeworking Rules and Procedures .......................................... 8
5. Train Control ........................................................................................................... 9
   5.1. Object of the Train Control System .................................................................... 9
   5.2. Emergency Procedures ................................................................................... 9
   5.3. Communication ............................................................................................... 9
6. Reference ............................................................................................................... 10
7. Effective Date ....................................................................................................... 10
1. PURPOSE

The purpose of this rule is to set out the structure of the Public Transport Authority (PTA) Safeworking Rules and Procedures, their application and use, and reference documents used.

The PTA Safeworking Rules and Procedures provide the means by which the Australian National Rules and Procedures (ANRP) will be applied in the PTA Network.

During the development of the PTA Safeworking Rules and Procedures, the following has been considered:

- the role of the PTA as an Access Provider and Operator;
- the interface between the PTA and:
  - other Operators;
  - Track maintenance organisations;
  - other Access Providers;
  - suppliers to the PTA of goods and services.
- implementation of technological advancement; and
- existing Safeworking procedures, practices and their development.
2. STRUCTURE AND MANAGEMENT OF THE PTA SAFEWORKING RULES AND PROCEDURES

2.1. DEVELOPMENT

The PTA will draw down applicable rules and procedures from the Rail Industry Safety Standards Board (RISSB) website and so far as reasonably practicable will be consistent with the ANRP.

Where there is an ANRP rule and procedure for a subject the PTA will combine these into a single document and alter them as necessary to meet the PTA’s current methods of operation.

Where there is no ANRP rule or procedure provided or where the ANRP rule or procedure does not meet the needs of the PTA, the PTA will develop its own rule or procedure.

2.2. STRUCTURE OF THE PTA SAFEWORKING RULES AND PROCEDURES

The structure of each of the PTA Safeworking Rules and Procedures will include, at a minimum, the following:

- a name and number;
- a purpose statement;
- a date stating when the rule or procedure comes into effect; and
- a revision number.

Where there is a defined term or word it will be italicised and the first letter of each word will be capitalised to indicate that the term or word is included in the Glossary.

Where a Handsignal or verbal command, for example STOP, EMERGENCY, ALL CLEAR, DANGER, WARNING or CAUTION, appears within a rule or procedure, the word will be capitalised.

If there are other rules and procedures or other PTA documents that are required to be read in conjunction with the rule or procedure, they shall be referenced in the document and in bold text. All referenced PTA documents shall be available on the PTA intranet.

Where appropriate, line drawings of equipment will be used to aid the reader to understand and comprehend the PTA’s Safeworking Rules and Procedures.

Diagrams will be used throughout the suite of documents and where applicable, will be drawn in 3D, to aid the reader in understanding and comprehending the PTA Safeworking Rules and Procedures.
2.3. MANAGING THE RULES AND PROCEDURES

Amendments to the PTA Safeworking Rules and Procedures must be Authorised by the Managing Director and Advertised before implementation.

Amendments must be marked up to enable identification of changes.

A controlled copy of the PTA Safeworking Rules and Procedures will be published on the PTA internet and intranet, or as provided by the PTA.

The PTA Safeworking Rules and Procedures are uncontrolled when printed from the website.

The PTA Safeworking Rules and Procedures will be:

- maintained electronically; and
- available for access and download.

2.4. UNUSUAL WORKING

Should a situation arise necessitating working beyond the limits prescribed in the PTA Safeworking Rules and Procedures, the Transperth Train Operations Manager may Authorise an Altered Working arrangement.

Any Altered Working arrangement must be in writing, Advertised to staff in advance, where practicable, and a Permanent Record maintained.

Any Altered Working arrangement must ensure that:

- every reasonable precaution for the safe movement of Rail Traffic has been taken;
- every reasonable precaution for the Protection of Workers has been taken; and
- existing procedures are adopted wherever possible.

The Permanent Record of the Altered Working arrangement must be sent to the Manager Safeworking for retention.

3. EXTENT OF THE NETWORK

The PTA Network consists of the:

- Fremantle Line - the line from East Perth Station to Fremantle Station, Robbs Jetty;
- Midland Line – the line from East Perth Station to Midland Station;
- Armadale Line – the line from Claisebrook Station to Armadale Station, Mundijong Junction;
- Thornlie Line – the line from Beckenham Station to Thornlie Station;
- Joondalup Line – the line from Perth Underground Complex to Butler Station;
- Mandurah Line – the line from Perth Underground Complex to Mandurah Station; and
- City - Claisebrook Line – the line from Claisebrook Station to Perth Station.
FIGURE 3.1: Diagram of the PTA Network

The line extends to Robb Jetty and is controlled from Fremantle Station to Robb Jetty by Arc Infrastructure.

The line extends to Mundijong Junction and is controlled from Armadale Station to Mundijong Junction by Arc Infrastructure.
3.1. **INTERFACE LOCATIONS BETWEEN PUBLIC TRANSPORT AUTHORITY AND ARC INFRASTRUCTURE**

At certain Locations there is an interface between the PTA and Arc Infrastructure (Arc). At these Locations there are operational and/or Signalling protocols to ensure the safe passage of Rail Traffic between the two Networks. These Locations are:

3.1.1. **Midland**

Midland is the Location where the PTA and Arc Network connect for Rail Traffic to enter and depart the eastern standard gauge line.

For Rail Traffic to enter the Arc Network, the Arc Train Controller must give the PTA Train Controller the slot on Signal 51.

For Rail Traffic to enter the PTA Network, the PTA Train Controller must give the Arc Train Controller the slot on Signal 28.

3.1.2. **Woodbridge**

Woodbridge is the Location where the PTA and Arc Network connect for Rail Traffic to enter and depart the Forrestfield and Kewdale depots.

For Rail Traffic to enter the Arc Network, the Arc Train Controller must give the PTA Train Controller the slot on Signal 95.

For Rail Traffic to enter the PTA Network, the PTA Train Controller must give the Arc Train Controller the slot on Signal 85.

3.1.3. **Kenwick**

Kenwick is the junction for the double line on the Armadale line and the single line to Kenwick East. The Points and Signals are controlled and operated from the PTA’s Train Control.

For Rail Traffic to enter the PTA Network, the PTA Train Controller must give the Arc Train Controller the slot on Signal 441.

3.1.4. **Armadale**

The PTA Section from Armadale Station to Mundijong Junction is controlled by the Arc Southwest Train Controller.

For Rail Traffic to depart Armadale Station towards Mundijong Junction, the Arc Train Controller must give the PTA Train Controller the slot on Signal 2R (the PTA refers to Signal 477).

For Rail Traffic to enter the Mundijong Junction to Armadale Section, the Arc Train Controller sets the Route and advises the PTA Train Controller.
3.1.5. Fremantle

The PTA Section from Robb Jetty to Fremantle Station is controlled by the Arc Southwest Train Controller.

Prior to any Rail Traffic departing Cockburn towards Fremantle Station, the Arc Train Controller must advise the PTA Train Controller.

Prior to any Rail Traffic departing North Quay the Rail Traffic Crew must:

- be in possession of an Arc Infrastructure Rail Track Order to Travel from Fremantle to Cockburn; and
- obtain Authority from the PTA Train Controller.

4. INTENT OF THE PTA SAFEWORKING RULES AND PROCEDURES

The PTA Safeworking Rules and Procedures are intended to provide a uniform and coordinated framework that promotes safety on the PTA Network.

The PTA Safeworking Rules and Procedures apply to all Rail Traffic operations, Train Control and Work on Track activities.

The PTA Safeworking Rules and Procedures support all other functional areas of the PTA’s Safety Management System including:

- occupational health and safety;
- Worker competence;
- interface coordination;
- incident management;
- Infrastructure standards; and
- Rollingstock Standards.
5. **TRAIN CONTROL**

5.1. **OBJECT OF THE TRAIN CONTROL SYSTEM**

The *Train Control* system enables *Safeworking* for a given area to be under the control of one *Train Controller*.

The *Train Controller*:
- is in charge of the management of *Rail Traffic* working;
- is in charge of the *Issue of Work on Track Authorities* in their area of control; and
- is responsible for the initiation of alternative procedures following *Rail Traffic* failures, *Derailments*, accidents, etc.

The *Train Controller’s* instructions must be carried out provided they do not conflict with the PTA’s *Safeworking Rules and Procedures* or endanger the safety of passengers, *Workers* and *Infrastructure*.

5.2. **EMERGENCY PROCEDURES**

The management of day to day operational delays and emergencies is detailed in the PTA’s *Safeworking Rules and Procedures*. However, should a major accident or any other *Emergency* of major significance occur, the PTA 9000-000-011 *Emergency Management Manual* is to be enforced.

*Emergency* procedures will be initiated by the responsible *Train Controller* on becoming aware of a situation where such action is warranted.

5.3. **COMMUNICATION**

Communication to or from the *Train Controller* may be by radio, telephone or other available means.

All radio communication must be in accordance with correct radio discipline and voice procedures as outlined in *Rule 2007 Network Communications* and on the prescribed radio channels allocated to specific areas.

All communications into and out of *Train Control* will be recorded.
6. **REFERENCE**

Rule 1002 Principles of Network Operations
Rule 1003 General Responsibilities for Safety
Rule 1004 Track Access Accreditation
Rule 2007 Network Communications

7. **EFFECTIVE DATE**

1 November 2018