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1. PURPOSE

The purpose of this rule is to prescribe protocols for managing Track Vehicle safety when traveling and carrying out work in the Public Transport Authority (PTA) Network.

2. GENERAL

Track Vehicles include:

- **Road Rail Vehicles (RRVs)** including:
  - *Overhead Line Equipment (OLE) Maintenance Vehicles*; and
  - *Track Inspection Vehicles*.

- **Track Maintenance Machines**, including recorder cars.

Prior notice must be given by *Special Notice* when Track Vehicles (other than RRVs) are to run or work on a *Running Line*.

*Competent Workers* in charge of Track Vehicles must act in accordance with *Rule 2027 Responsibilities of Rail Traffic Crew*.

*Whistles* must be used in accordance with *Rule 4007 Rail Traffic Whistles*.

3. TRACK VEHICLE APPROVAL

Track Vehicle types must be approved as *Fit For Purpose* by the Rollingstock Manager.

**WARNING**

If a *Track Vehicle* that does not reliably operate *Track Circuits* is to *Travel* over self-normalising *Points*, and the *Points* are in a position where they can self-normalise, the *Points* must be *Secured* for the passage of the *Track Vehicle*.

The Rollingstock Manager must provide a list of *Track Vehicles* that reliably operate the *Signalling* system and *Level Crossing Warning* equipment.

Only *Track Vehicles* approved by the Rollingstock Manager are permitted to operate under *Live OLE*.

If compatible *Track Vehicles* are fitted with approved coupling devices, they must be coupled together during *Travel*.
4. PREPARING TRACK VEHICLES FOR TRAVEL

The Track Vehicle Operator must make sure that the Vehicle is fitted with working:

- communication systems;
- brakes;
- Headlights;
- Tail Lights, or an approved End-of-Train Marker on the rear of the last Vehicle; and
- Hazard Lights, or flashing Warning lights.

The Track Vehicle Operator must make sure that the Vigilance Control Device, where fitted, is working.

The Track Vehicle Operator must make sure the Vehicle carries:

- one red and one yellow flag;
- an approved Track Circuit Shorting Clip; and
- Safeworking forms as necessary.

5. OCCUPYING A RUNNING LINE

Track Vehicles may occupy a Running Line only with the Authority of the:

- Train Controller responsible for the Location;
- Possession Protection Officer (PPO) in charge of a Local Possession Authority (LPA); or
- Protection Officer (PO) in charge of a Track Occupancy Authority (TOA).

The Track Vehicle Operator must use a Track Circuit Shorting Clip, with the Train Controller’s permission, to illuminate a Track to enable Train Control to confirm the Location.

The Train Controller must apply Blocking Facilities to protect the Location at which the Track Vehicle is to enter or be placed on the Running Line.

The Train Controller must advise the Competent Worker when Blocking Facilities have been applied. Blocking Facilities must be applied and removed in accordance with Rule 6003 Blocking Facilities.

Track Vehicles must enter or be placed on Running Lines only:

- within the limits of an Occupancy Authority; or
- at approved on and off Track Locations where the approach of Rail Traffic can be managed by Controlled Absolute Signals.

The Location where the Track Vehicle is to enter or be placed on the Running Line must be verified using one or more of the following:

- a kilometre sign and Section;
Before Travel begins, the Competent Worker in charge of the Track Vehicles must make sure that there is Effective Communication between all Track Vehicles involved and the Train Controller.

6. TRACK VEHICLE TRAVEL

Track Vehicles singularly, coupled, or in Convoy must be worked under Manual Block Working conditions, in accordance with Rule 5023 Manual Block Working.

The Train Controller must tell affected Train Controllers of the Travel of a Track Vehicle.

Travelling Track Vehicles must have a Competent Worker in charge of the movement in the lead Vehicle.

In double line and multiple line areas, Track Vehicles must Travel on the correct Running Line.

Fixed Signals must be passed at Stop in accordance with Rule 6013 Passing Fixed Signals at Stop.

Approved Track Vehicles Travelling on Signal indications must be supervised by a Worker who is competent in the relevant System of Safeworking.

Where the Competent Worker in charge of the Track Vehicle is unfamiliar with the Route, a Competent Worker who is familiar with the Route must accompany the Track Vehicle in accordance with Procedure 9006 Piloting Rail Traffic.

The Competent Worker must inform the Train Controller about:

- the number and types of Track Vehicles in a movement; and
- the identification numbers and order of all Vehicles in the Convoy.

As necessary during Travel, the Competent Worker in charge of the movement must:

- obey instructions from the Train Controller;
- report to the Train Controller entry and clearance of Sections as they occur;
- tell other Track Vehicle Operators in the Convoy about conditions relating to the movement;
- tell the Train Controller when the limits of the Authority have been Cleared by the rearmost Vehicle;
- make sure that Points are set correctly and Secured for the movement;
- be alert for Workers in the Rail Corridor; and
• get the POs Authority before entering into a Work on Track Authority area or traversing a Worksite within a Work on Track Authority.

6.1. AUTHORITY FOR ROAD RAIL VEHICLES TO TRAVEL

Road Rail Vehicles (RRV) must be Authorised to Travel on a Road Rail Vehicle Authority (RRVA) issued by the Train Controller responsible for that area; or On an RRVA transferred to the Train Controller from an adjoining area of control where the RRV will be moving from one area of control to another.

RRV movements between areas of control must comply with Rule 2029 Section 5 Responsibilities of Train Controllers and Rule 5023 Manual Block Working.

Where a RRV is Authorised to follow, but is not part of a Rail Traffic movement Convoy, the Competent Worker must not permit the RRV to be within 200 metres of that Rail Traffic.

6.1.1. Obtaining a Road Rail Vehicle Authority

The Competent Worker in charge of a RRV must obtain an RRVA from the Train Controller responsible for the area over which the Vehicle is to Travel; or When the RRV is Travelling from one area of control to an adjoining area of control, the Travel Authority will continue on the RRVA issued.

The RRVA will be transferred to the Train Controller of the adjoining area and both Train Controllers will sign the RRVA as acceptance of the transfer.

Before Authorising an RRVA, the Train Controller must make sure that:

• any Rail Traffic holding a Unidirectional Authority has Cleared the starting point of the proposed RRVA and will not be returning;
• the Competent Worker knows about existing obstructions;
• the Competent Worker understands and agrees to the limits of the RRVA;
• they confirm Location by means of a Track Circuit Shorting Clip;
• Blocking Facilities have been applied to prevent Unauthorised, entry by Rail Traffic into the RRVA limits; and
• the Competent Worker is advised when Blocking Facilities have been applied.

Before moving into the Section the Competent Worker must:

• confirm Blocking Facilities have been applied by repeating back to the Train Controller the details of the Blocking;
• record the Blocking on the RRVA;
• ensure that all Points are correctly set; and
• obtain the Train Controller’s verbal approval to PROCEED.
6.1.2. **Road Rail Vehicle Stopping for Work**

The *Competent Worker* must act in accordance with **Procedure 9010 Protecting Work from Rail Traffic on Adjacent Lines**, if the RRV is required to stop for work, when:

- there are *Adjacent* lines; and
- the work may encroach into the *Danger Zone* of the *Adjacent* line.

6.1.3. **Fulfilling a Road Rail Vehicle Authority**

The RRV must be *Fulfilled* by the *Competent Worker* when all of the instructions on the RRV Authority have been carried out.

The *Train Controller* and the *Competent Worker* must endorse their copy of the RRV Authority as *Fulfilled*.

Where all of the instructions on the RRV cannot be carried out then the *Train Controller* and the *Competent Worker* must endorse their copy of the RRV Authority as *Cancelled*.

6.2. **Authority for Track Maintenance Machines to Travel**

*Track Maintenance Machines* must *Travel* only on the *Authority of Fixed Signals*.

*Fixed Signals* displayed to the first *Vehicle* apply to all *Track Maintenance Machines* in the Convoy.

A *Track Maintenance Machine* must not *Set Back* without the *Authority* of the *Train Controller*.

After the *Track Maintenance Machines* have passed the *Protecting Signal*, the *Train Controller* must ensure the *Protecting Signal* is at Stop and *Blocking Facilities* applied, in accordance with **Rule 5023 Manual Block Working**.

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7. **TRAVELLING IN CONVOY**

No more than three (3) *Track Vehicles* are permitted to *Travel* in *Convoy*.

The *Competent Worker* in charge must ensure that *Track Vehicle Operators*:

- maintain a minimum distance of 200 metres and a maximum distance of 400 metres between *Track Vehicles*; and
- close the distance to less than 200 metres, when instructed to do so.

The *Convoy* must close the distance nominated by the *Competent Worker*:

- if the leading *Vehicle* stops;
- before entering a *Section*; and
- before *Travelling* over an *Active Control Level Crossing*.

*Track Vehicle Operators* in *Convoy* must maintain *Effective Communication*.

If communication is lost, the *Track Vehicle Operator* must *Travel* at *Restricted Speed*. 
7.1. **COMPETENT WORKER IN THE LEADING TRACK VEHICLE**

The *Competent Worker* in the leading *Track Vehicle* must warn the following *Track Vehicle Operators* if the lead *Track Vehicle*:

- slows down or stops;
- approaches an *Active Control Level Crossing*; or
- approaches the *Protection* limits of a *Worksite*.

7.2. **TRACK VEHICLE OPERATORS**

*Track Vehicle Operators* must adjust the speed of *Track Vehicles* according to messages received from the *Competent Worker* or other *Track Vehicle Operators* within the *Convoy*.

Tell other *Track Vehicle Operators* in the *Convoy*:

- when pre-planned easily identified *Locations* or reference points during the journey have been reached; and
- if there is a need to slow down or stop the *Track Vehicle*.

If the *Track Vehicle Operator* is unsure of the whereabouts of the *Track Vehicles* ahead when the last reported *Location* is reached, the *Track Vehicle Operator* must *Travel at Restricted Speed*.

If the *Track Vehicle Operator* needs to stop the vehicle, the *Track Vehicle Operator* must warn following *Track Vehicle Operators* by the use of one or more of the following:

- sending two-way radio messages;
- flashing the *Track Vehicle’s lights*;
- sounding the *Whistle* of the *Track Vehicle* repeatedly; or
- giving a STOP *Handsignal* at a *Safe Braking Distance* behind the *Track Vehicles*.

The *Track Vehicle Operator* must continue to give the *Warning* until acknowledged by the following *Track Vehicle Operator*. 

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8. TRAVELLING OVER LEVEL CROSSINGS

The Competent Worker in the leading Track Vehicle must tell the other Track Vehicle Operators:

- that the Track Vehicle is approaching a Level Crossing, and the following Track Vehicle Operators are to reduce their speed and be prepared to Stop;
- they are to close up safely and Travel over the Level Crossing as a group; and
- the Track Vehicle Operator must ensure that all Track Vehicles, in particular insulated Track Vehicles, Travel over a Level Crossing only if it is safe to do so.

If a Track Vehicle cannot reliably operate the Signalling system and Level Crossing Warning equipment as approved by the Rollingstock Manager, the Track Vehicle Operator must stop short of the Level Crossing.

Before Travelling over a Level Crossing, the Competent Worker must make sure that:

- the Level Crossing is Clear of all road or pedestrian traffic;
- there is sufficient Sighting Distance to enable their Vehicle to cross; or
- if required, they manually operate the Level Crossing Warning equipment.

9. DISABLED TRACK VEHICLES

Where a Track Vehicle becomes disabled or causes an obstruction for any reason, it must be protected in accordance with Rule 4001 Protecting Rail Traffic.

10. OVERDUE TRACK VEHICLE

If a Track Vehicle movement is overdue the Competent Worker and the Train Controller must act in accordance with Rule 2027 Responsibilities of Rail Traffic Crew and Rule 2029 Responsibilities of Train Controllers.
11. TRAVELLING THROUGH LOCAL POSSESSION AUTHORITY OR TRACK OCCUPANCY AUTHORITY LIMITS

Only Track Vehicles associated with the LPA or TOA are permitted to enter the limits of the Work on Track Authority.

Track Vehicles entering or Travelling within the limits of the Work on Track Authority must:
- be Piloted; or
- receive written or verbal instructions from the PPO or PO.

Track Vehicles must only depart from the limits of the Work on Track Authority with the Train Controller’s Authority.

12. TRACK VEHICLE SPEED LIMITS

**WARNING**

Track Vehicle Operators must Travel at speeds that are safe for the prevailing conditions.

The speed of a Track Vehicle must not exceed:
- the speed specified for the Track Vehicles; or
- if it is lower than the speed specified for the Track Vehicle, the Track Speed.

Track Vehicles, other than RRVs, must not exceed 20 km/h over a Level Crossing.

12.1. ROAD RAIL VEHICLES

A RRV must not exceed 10 km/h over Level Crossing or Points.

If a RRV must Travel behind a Train in a Section, it must travel at a Controlled Speed.

13. HEADLIGHTS

Headlights must be switched on during Travel.

Headlights must be dimmed when approaching:
- Rail Traffic;
- a Platform;
- a Location where Shunting is in progress; and
- a road vehicle on a nearby road.
14. TAIL LIGHTS

*Track Vehicles* must have red *Tail Lights* lit or an approved *End-of-Train Marker* during *Travel*.

15. HAZARD LIGHTS

*Track Vehicles* on a *Running Line* must have approved and operating *Hazard Lights*.

16. STABLING TRACK VEHICLES

In the *Electrified Area*, *Track Vehicles* must be *Stabled* in accordance with Rule 2017 *Working Around Electrical Infrastructure*.

*Track Vehicles* must be:
- *Clear* of *Running Lines*;
- *Secured* against unintended movement; or
- if *Stabled* in a *Siding*, be inside *Derail Devices*.

*Track Vehicles* must be *Secured* against *Unauthorised* operation and unintended movement at all times.

17. TRACK VEHICLE STOPPING FOR WORK

*Track Vehicles* stopping for work, other than *RRVs* must be protected using a *Work on Track Authority*.

18. KEEPING RECORDS

The *Train Controller* and the *Competent Worker* in charge of *Track Vehicles* must keep a *Permanent Record* of the details of the *Travel* of the *Track Vehicle*. 
19. Reference

Rule 2007 Network Communications
Rule 2017 Working Around Electrical Infrastructure
Rule 2027 Responsibilities of Rail Traffic Crew
Rule 2029 Responsibilities of Train Controllers
Rule 4001 Protecting Rail Traffic
Rule 4007 Rail Traffic Whistles
Rule 5023 Manual Block Working
Rule 6003 Blocking Facilities
Rule 6013 Passing Fixed Signals at Stop
Procedure 9006 Piloting Rail Traffic
Procedure 9010 Protecting Work from Rail Traffic on Adjacent Lines
Procedure 9016 Written Authorities and Forms

20. Effective Date

1 November 2018