
CQ Coal Network External Stakeholder Procedure

Work on Track (Track Closure), Overhead Traction Isolation Request & Blast Notification



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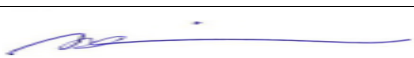
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Purpose

This document applies to all customers and stakeholders whose operation (e.g. maintenance of port in-loading and mine load out facilities) will encroach on the Aurizon rail corridor and or adjoining infrastructure and privately owned rail tracks.

The purpose of this document is to describe the process required for customers and stakeholders requesting a Work on Track Authority (Track Closure) and or Overhead Traction Isolation through the relevant Aurizon Network Planning Unit. It also determines the responsibilities of both the customer and the Network Planning Unit with respect to:

1. Requesting Work on Track Authority (Track Closure) and or Overhead Traction Isolation
2. Accessing the Rail Corridor.
3. Accessing the Danger Zone.
4. Blast Notification Request.

Note: Aurizon reserves the right to determine the appropriate Work on Track Authority (Track Closure) safety measures and Overhead Traction Isolation requirements for any works within the Aurizon Rail Corridor. In making this determination, Aurizon may require a site inspection be conducted by a suitably qualified Protection Officer and or Overhead Traction Linesman. Charges are applicable for this site inspection and a purchase order for recovery of these costs will be required prior to a site inspection being carried out by Aurizon staff.

If the external customer or stakeholder elects to proceed with a Work on Track Authority (Track Closure) and or Overhead Traction Isolation a service fee will apply and requires the provision of a purchase order prior to the requested works receiving Aurizon approval. A quotation of cost will be provided by Aurizon on receipt of an official request.

The external customer or stakeholder must accept liability for any injury or damage caused to any Aurizon personnel or property by any action by the external client or sub contractor in association with the Site Inspection, Work on Track Authority (Track Closure) or Overhead Traction Isolation.

Safety

Prior to entering Aurizon property all personnel must agree to abide by the following Safety Information and Procedures.

Our Safety Vision

To be world class in Safety

Our Safety Goal

Our Goal is ZERO INJURIES – nobody gets hurt.

Our 5 Safety Principles

1. Safety is the core Aurizon value.
2. All injuries can be prevented.
3. Management is accountable for creating and maintaining a safe workplace.
4. We are all responsible for preventing injuries.
5. Working safely is a condition of employment.

ZERO Harm

ZERO Harm is a goal we are all accountable for achieving. Our ZERO Harm philosophy goes beyond our work environment. It is part of our everyday life, our families, our friends and our community. It is a way of thinking, doing and being. It is a journey towards:

- ZERO incidents
- ZERO injuries
- ZERO work related illnesses
- ZERO environmental incidents

The ZERO Harm philosophy includes compliance with the 5 Trackside Lifesaving Rules which are fundamental to protecting people while working in the rail corridor. The following rules must be adhered to at all times:

1. Entry to the Rail Corridor is prohibited without accreditation as a Protection Officer or under the supervision of a Protection Officer.
2. All activity within the Rail Corridor requires an approved Corridor Access Safety Form developed by a Protection Officer and Supervisor prior to entry.
3. In developing the Corridor Access Safety Form the Protection Officer must work through the hierarchy of trackside safety controls thus ensuring consideration of the most effective control measure.
4. Where a worker, piece of plant or equipment has the potential to be struck by rail traffic on an adjacent live track, safety barriers or an approved alternative form of protection must be provided.
5. Whilst working adjacent to Overhead Traction Wire Equipment all workers must maintain the 3 metre Electrical Exclusion Zone unless authorised.

Your Safety is our Priority.

- Safety starts with you. Be aware of hazard in the immediate area.
- You must not enter Aurizon property if affected by drugs or alcohol.
- You must follow all visitor/contractor procedures at all times.

Everyone needs to champion ZERO Harm – any hazards, near misses or incidents that may occur on Aurizon property must be reported to your Aurizon contact.

Glossary of Terms & General Information

Aurizon Network Operations

The business function of Aurizon Network Pty Ltd – a subsidiary of Aurizon Holdings Pty Ltd, responsible for the management of track access and the maintenance of associated below rail infrastructure on the Aurizon rail network.

Authorised Person

A qualified and competent worker who:

- Is in possession of a current 'Authorised Person' card
- Is appointed by line management to take charge of a specific worksite in the Electrified Area
- Is aware of the hazards and risks associated with activity in and around the three (3) metre Electrical Exclusion Zone within the Electrified Area.
- Supervises the electrical safety aspects of the work to prevent encroachment within the three (3) metres of the Overhead Traction Wire Equipment.
- Will accept the Work Permit from the Nominated (overhead traction) Person
- Maintains a presence on site whilst work is in progress

Note: The Authorised Person shall have the overriding responsibility for the **electrical** safety of the worksite.

Customer/Stakeholder

Coal producers, terminal operators, adjoining infrastructure owners and owners of privately owned rail tracks or networks.

Danger Zone

The space, measured horizontally within three metres of the rail on both sides of the track and any distance above or below rail. (Refer figure 1)

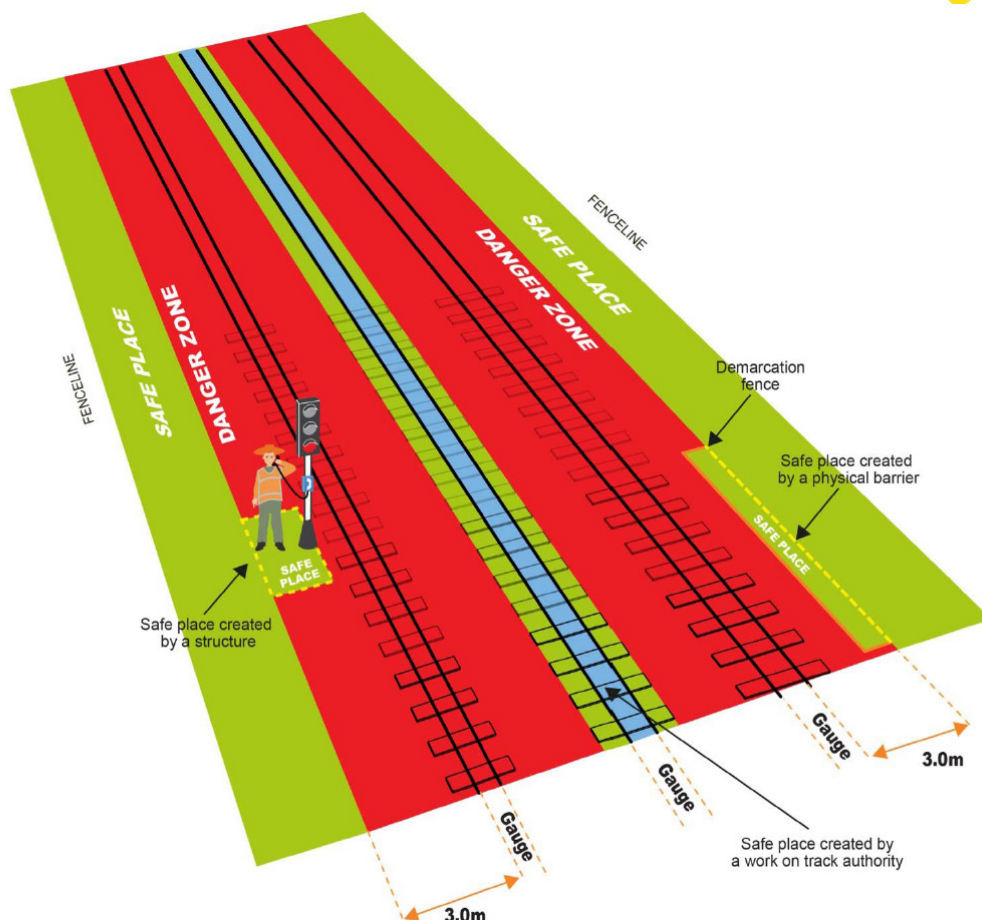


Figure 1

Electrified Area

Any area of the Aurizon rail network equipped with Overhead Traction Wire Equipment used to provide overhead traction power to electric locomotives. (Includes Feeder Stations and Track Section Cabins)

NB: Depending on the location, voltages ranging from 132kv to 25kv will be present.

Electrical Exclusion Zone

The electrical exclusion zone is the area within a three-metre radius of the wiring and supporting structure of the overhead traction line equipment.

Note: Certain voltages can dictate an exclusion zone greater than three metres. This may apply when a worksite encroaches on other electrical distribution networks e.g. Powerlink or Ergon Energy high voltage transmission lines.

SEEK APPROVAL FROM ASSET OWNER TO WORK ABOVE

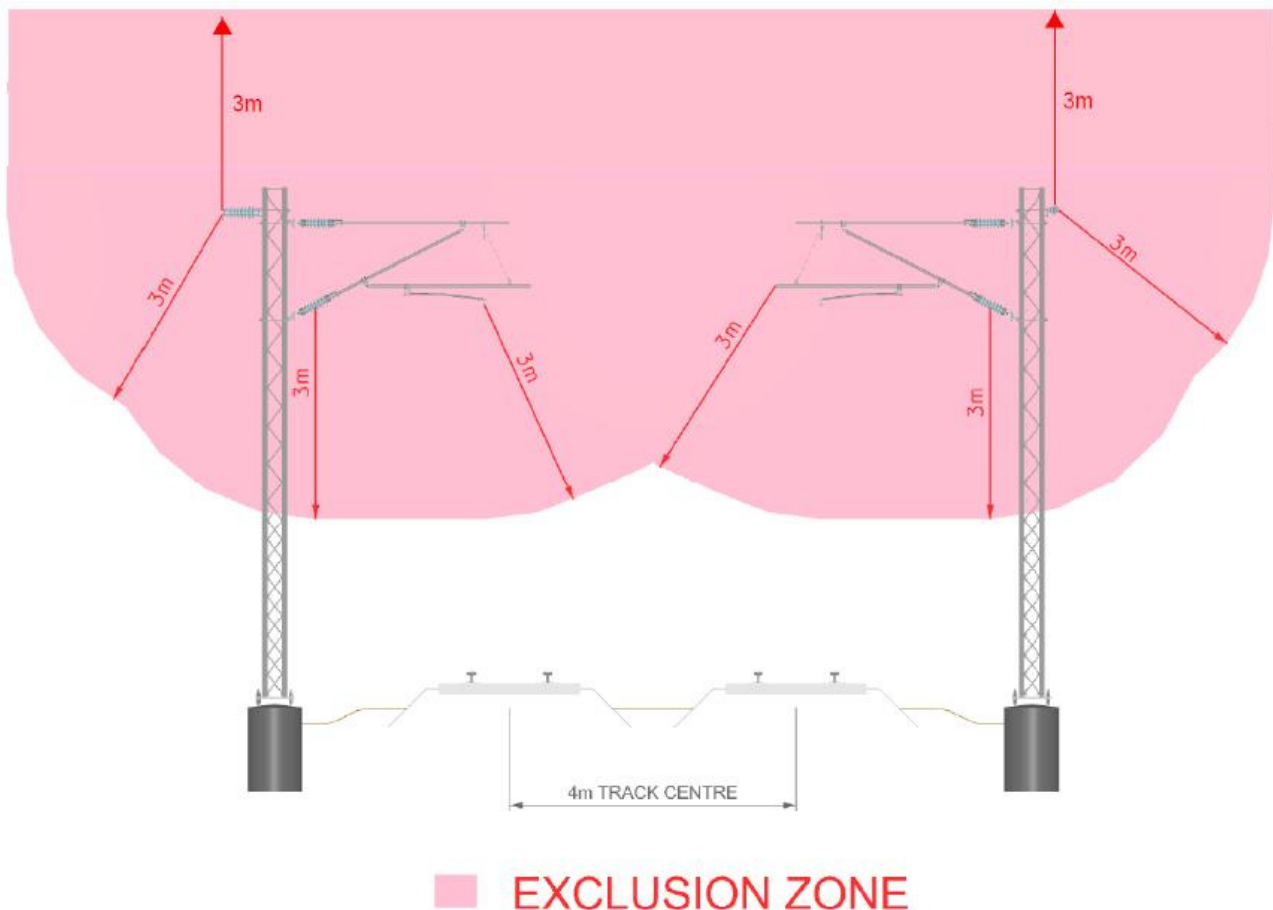


Figure 2

Network Planning Unit

An entity of Aurizon Network Operations responsible for the management of track access and the authorisation of Work on Track Authorities (Track Closures) and Overhead Traction Isolation/s to facilitate the maintenance of associated below rail infrastructure on the Aurizon rail network.

OHTWE

Overhead Traction Wire Equipment. The structures and supporting infrastructure necessary for the provision of power to electric locomotives.

Overhead Traction Isolation

The suspension of electrical energy from a predetermined electrical section or subsection of the Aurizon overhead traction system. (All non-electric rail traffic can still enter the isolated section of track)

Overhead Traction Isolation & Work on Track Authority (Track Closure)

The concurrent suspension of electrical energy from the Aurizon overhead traction system and exclusion of all revenue rail traffic from a predetermined section of the rail network.

Protection Officer (PO)

The Competent Worker responsible for managing the rail safety component of worksite protection:

- Will assess the worksite for the appropriate level of track protection required
- Has the responsibility for liaising with the Network Controller to obtain the appropriate authority for the work being performed
- Is responsible for implementation of the Work on Track Authority (Track Closure) and the placement of track protection in relation to that authority
- Arranges access to the Rail Corridor
- Conducts the worksite safety briefing (in the Rail Corridor) with the Worksite Supervisor and subordinate staff.
- Maintains the relevant records with regard to the Work on Track Authority (Track Closure) and protection arrangements

Rail Corridor

The land on which a railway is built, comprising all property between property fences, or where there are no fences, 10 metres from the outside rail of the outside track.

Rail Traffic

Trains and track vehicles travelling on the Network.

Safe Place

A place where workers and equipment cannot be struck by rail traffic and no worksite protection is required. (Refer figure 1)

Transfer Facility

A facility or structure over or under the rail infrastructure that is associated with loading and or unloading of the coal product into or out of rail transport.

NB: The extremity or limit of the Transfer Facility must be clearly marked to identify the interface between the transfer facility and rail corridor and Danger Zone.

Where a Transfer Facility and the Rail Corridor meet, the interface between the two must be managed to provide for the safety of all workers from the hazard/s associated with both operations.

The boundaries of the Transfer Facility vary on a case by case basis. In general terms, the Transfer Facility includes 10 metres either side of track centre and 10 metres either side of the loading/unloading facility.

Work on Track Authority

An authority to perform work on track (see Local Possession Authority, Track Occupancy Authority, Track Work Authority (The overhead traction wire equipment is still **LIVE**)).

Track Occupancy Authority	An authority for Competent Workers and their equipment to occupy a defined portion of track for a specified period
Track Work Authority	An authority for non-exclusive occupancy of track by track workers within specified limits
Local Possession Authority	An authority that closes a defined portion of track for a specified period
Means of protection	A method used to exclude rail traffic from a portion of track (see Absolute Signal Blocking and Electronic Authority System Blocking)
Absolute Signal Blocking	A protection method used by Competent Workers to carry out work on track using controlled absolute signals set at STOP with blocking facilities applied, without a formally issued work on track authority
Electronic Authority System Blocking	A method used by Competent Workers to carry out work on track using an electronic authority system to exclude rail traffic from a portion of track
Protection	The means used to prevent rail traffic from entering a worksite or other portion of track, or to prevent road or pedestrian traffic entering a level crossing
Safety measure	A measure used to provide protection for workers when working or walking in the Danger Zone

Request Work on Track Authority (Track Closure) and or Overhead Traction Isolation

The submission of a Work on Track Authority (Track Closure), Overhead Traction Isolation and or Blast Notification form is required when an external stakeholder plans to undertake activities that encroach into the:

- Electrical Exclusion Zone
- Danger Zone

Contact the relevant Network Planning Unit (Mackay or Rockhampton) via the submission of the Request for Work on Track Authority (Track Closure), Overhead Traction Isolation and or Blast Notification form. The contact details for both Network Planning Units are included at the bottom of the form.

The Network Planning Unit representative (Infrastructure Coordinator/s) will confirm the appropriate level of Work on Track (Track Closure) authority and safety measures applicable to the following information:

- Date of request
- Start and end times
- Works to be completed
- Worksite limits
- Any Machinery/Plant Equipment to be used

If the appropriate Work on Track Authority (Track Closure) and safety measures cannot be determined, the Infrastructure Coordinator/s will arrange a site inspection by Aurizon Infrastructure Staff.

Note: A minimum 30 days notice is required for all Work on Track Authority (Track Closure) and or Overhead Traction Isolation requests.

Aurizon will acknowledge receipt of your request within one business day. If you do not receive this notification from Aurizon within that time, please contact your nearest planning centre to confirm receipt of your request.

Blast Notification Request

The external stakeholder identifies the proposed blast date and time and submits the Request for Work on Track Authority (Track Closure), Overhead Traction Isolation and or Blast Notification form with an attached blast proposal map to the relevant contact area.

The Network Planning Unit representative (Infrastructure Coordinator/s) will review the blast notification to determine the impact to the rail corridor and confirm a suitable window in the train schedule.

Note: Blast Notification requests submitted inside the 21 day planning horizon will be scheduled in conjunction with the train plan. A suitable window will not be confirmed until the completion of the 96 hour train plan.

Blast Notification requests submitted inside the 24 hour horizon will need to be coordinated in the Day of Operation environment.

The Network Planning Unit will acknowledge receipt of your request within one business day. If you do not receive this notification from the Network Planning Unit within that time, please contact your respective Planning Unit to confirm receipt of your request.

Request Management

On receipt of the Request for a Work on Track Authority (Track Closure), Overhead Traction Isolation and or Blast Notification Form (refer page 12 of this document), the relevant Network Planning Unit will:

- acknowledge receipt of the request within one working day
- review other planned activities in the area
- request resources from Aurizon service providers to facilitate the request
- confirm the approved request with the customer/stakeholder or if required, negotiate an alternative date for the closure

Accessing the Rail Corridor (Outside a Transfer Facility)

Access to the Rail Corridor requires the approval of the Network Planning Unit. Subsequent to receipt of the request the Network Planning Unit will organise for a site assessment by a qualified Protection Officer who will determine the appropriate safety measures required.

On the day of operation the Protection Officer will obtain the necessary authority for work in the Rail Corridor that is outside of the Transfer Facility.

Note: All instructions from the Protection Officer must be obeyed.

If you are required to work in the Rail Corridor regularly then you will be required to complete the appropriate qualification/s and competencies, and ensure ongoing currency of qualification/s and competencies.

Accessing the Danger Zone (Within a Transfer Facility)

If you are required to work in a transfer facility you must have completed the appropriate training and obtained the relevant qualifications and competencies.

There are two scenarios for accessing the Danger Zone within a Transfer Facility:

- When the track *is not* obstructed and
- When the track *is* obstructed

Note: DO NOT perform any activity in the Danger Zone unless you have the appropriate authority from the relevant Network Controller.

A Protection Officer is still required to be on-site on the day of operation to implement the Work on Track Authority (Track Closure) safety measures and give authority to commence work.

System Outage

Note: The scheduled System Outage is not to be assumed as a complete shutdown of the Rail Network. Where the option is available revenue services will be scheduled in conjunction with Ballast Trains, Rail Trains, and Resurfacing Machines etc.

The absence of Track Protection in a mine balloon indicates the track is available for *all* Rail Traffic.

Request for Work on Track Authority (Track Closure) / Overhead Traction Isolation / Blast Notification (example)

Asset Location / Asset Name: Saraji TLO		Site Contact (Requestor): Russell Pattison	Submission Date: 25/05/2010
Contact No: 0400 123 456 or 4998 1234		After Hours Contact No:	e-mail:
Purchase / Work Order No:			
Work to be performed: TLO maintenace - hydraulic ram replacement.			
Mine Blast Details: Blast proposal map is required to determine the impact to the rail corridor.			
Machinery/Equipment to be used on or near the Aurizon Rail Corridor: Elevated Work Platform, Franna Crane, Skid Steer Loader, Scaffolding			
Overhead Traction Isolation: (Isolation of OHTWE only) Track is available for all Rail Traffic	Start Date: 25/12/2010		End Date: 27/12/2010
	Start Time: 07:00		End Time: 17:00
Authorised Person (Green Card Holder): David Till			Contact Number: 0400 456 789 or 4998 5678
Work on Track Authority: (Rail Traffic excluded from track section – OHTWE still LIVE)	Start Date: 25/12/2010		End Date: 27/12/2010
	Start Time: 06:00		End Time: 16:00
Worksite Supervisor / Contact: (Person will be contacted when Work on Track Authority is in place) Ian Bates			Contact Number: 0400 789 456 or 4998 7890
NB: The external client must accept liability for any injury or damage caused to any Aurizon personnel or property by any action by the external client or sub contractor in association with the Site Inspection, Work on Track Authority or Overhead Traction Isolation.			

<p>Aurizon Network Operations Planning Mackay (Goonyella/Newlands Systems)</p> <p>Please submit via e-mail to: nccmky@aurizon.com.au</p> <p>Enquiry contacts:</p> <p>Cec Farley 3019 6603 or 0447 147 646</p> <p>Lisa Yates 3019 6631 or 0409 889 342</p>	<p>Aurizon Network Planning Rockhampton (Blackwater/Moura Systems)</p> <p>Please submit via e-mail to: nccrock@aurizon.com.au</p> <p>Enquiry contacts:</p> <p>Phil Zurvas: 4932 0288</p> <p>Robert Grant: 4932 0839</p> <p>Ian Bates: 4932 0293 or 0407 377 353</p>
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Request for Work on Track Authority (Track Closure) / Overhead Traction Isolation / Blast Notification

Asset Location / Asset Name:	Site Contact (Requestor):	Request Date:
Contact No:	After Hours Contact No:	e-mail:
Purchase / Work Order No:		
Work to be performed:		
Mine Blast Details: Blast proposal map is required to determine the impact to the rail corridor.		
Machinery/Equipment to be used on or near the Aurizon Rail Corridor:		
Overhead Traction Isolation: (Isolation of OHTWE only) Track is available for all Rail Traffic	Start Date:	End Date:
	Start Time:	End Time:
Name of Authorised Person (Green Card Holder):		Contact Number:
Work on Track Authority (Track Closure): (Rail Traffic excluded from track section - OHTWE still LIVE)	Start Date:	End Date:
	Start Time:	End Time:
Worksite Supervisor / Contact: (Person will be contacted when Work on Track Authority is in place)		Contact Number:
Note: The external client must accept liability for any injury or damage caused to any Aurizon personnel or property by any action by the external client or sub contractor in association with the Site Inspection, Work on Track Authority or Overhead Traction Isolation.		

<p>Aurizon Network Planning Mackay (Goonyella/Newlands Systems)</p> <p>Please submit via e-mail to: nccmky@aurizon.com.au</p> <p>Enquiry contacts:</p> <p>Cec Farley 3019 6603 or 0447 147 646</p> <p>Lisa Yates 3019 6631 or 0409 889 342</p>	<p>Aurizon Network Planning Rockhampton (Blackwater/Moura Systems)</p> <p>Please submit via e-mail to: nccrock@aurizon.com.au</p> <p>Enquiry contacts:</p> <p>Phil Zurvas: 4932 0288</p> <p>Robert Grant: 4932 0839</p> <p>Ian Bates: 4932 0293 or 0407 377 353</p>
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