

# Track Closure and / or Overhead Traction Isolation – Transfer Facility / Operator Request Form



This form replaces the “Request for Work on Track Authority (Track Closure) / Overhead Traction Isolation / Blast Notification” Form.

The Rail Corridor Safety Standard outlining the important and critical requirements to access / work in the rail corridor, and is available via Aurizon’s Website [External Workers Portal](#) - (under SH&E Communications Section).

- This form to be completed for rollingstock inspections/repairs/removal within rail corridor as well as standard maintenance activities or corrective repairs within transfer facilities that will impact rail corridor.
- Minimum notice requirements for resourcing support (i.e. isolations, protection officer) is **35 days**.

SECTION 1: CONTACT and WORK DETAILS						
Company Name:				Location / Site (KM points)		
Requestor / Planner Name:				Contact No:	E-mail:	
Supervisor Name: (Person on site while closure is active – <b>Responsible Worker</b> )				Contact No:		
Start Date & Time:				End Date & Time:		
Is 24 hour working required (Day & Night Shift)?	Yes	No	(If yes, provide nightshift contact details)	Night Shift Name & Number		
Dayshift Roster (e.g. 0600 – 1800hrs):				Nightshift Roster (mark N/A if nightshift not required)		
Activity Description:						
List of Machinery and Equipment:						
Is the work a modification to the existing licensed facility infrastructure or will the works affect the integrity of the rail infrastructure (this includes any ground disturbance/penetration)	Yes	No	(If yes, follow Wayleave process: <a href="#">Accessing the Rail Corridor - Network   Aurizon</a> )			
SECTION 2: TRACK CLOSURE (Track Protection for work actives in the Danger Zone)						
Will Track Protection be applied via <b>Third Party Coded Block</b> (TPCB)?	Yes	No	(If no, Aurizon will provide a Protection Officer at customer’s expense – pending availability)			
If using TPCB, has assessment form been completed and returned to <a href="mailto:externalaccessrequests@aurizon.com.au">externalaccessrequests@aurizon.com.au</a> ?	Yes	No	N/A	<b>IMPORTANT - TPCB MUST BE INITIATED BY CONTACTING AURIZON NETWORK CONTROL PRIOR TO COMMENCING WORKS</b>		
Is any work planned to occur within 3 metres of the Overhead Traction Equipment Electrical Exclusion Zone?	Yes	No	(If yes, isolation is required, Section 3 to be completed)			
SECTION 3: OVERHEAD TRACTION ISOLATION DETAILS						
<i>Working in Electrified Areas Standard 5178 (also located on <a href="#">External Workers Portal</a> under SH&amp;E Communications Section) outlines the basic safety requirements for Aurizon Network’s high voltage electrified areas).</i>						
Overhead Traction Isolation Start Date & Time:				Isolation End Date & Time:		
<b>Authorised Person</b> (Green Card Holder) Name:				Contact Number:	Green Card No. & Expiry Date:	

**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 Track Closure and / or Overhead Traction Isolation.

## AURIZON DEFINITIONS:

**RESPONSIBLE WORKER** is a Competent Worker on site who identifies hazards and implements controls prior to the commencement of work in the rail corridor. A Responsible Worker must be assigned for each work activity that is performed in the rail corridor and remain onsite for the duration of the work activity.

- Must be qualified in TLIF2080 Safely Access the Rail Corridor (SARC) – or equivalent, current unit of competency
- Understand the track protection and/or workgroup limits for the workgroup.
- Confirm workers understand the track protection and/or workgroup limits.
- Ensure an effective Pre-Start Briefing is conducted, including communicating the track protection, workgroup limits and type of track protection to the workgroup.
- Include Aurizon's Rail Corridor Induction Checklist (SW62) as part of Pre-Start Briefing.
- Ensure all work activities remain within the track protection / workgroup limits.
- Confirm with the Competent Worker the infrastructure worked on is fit for service or if operating restrictions apply.
- Notify the Protection Officer / Network Controller the workers and equipment are clear of the danger zone and the infrastructure worked on is fit for service or if operating restrictions apply.
- Hand over relevant information to the relieving Responsible Worker in relation to current track protection.
- Ensure all workers are adhering to identified controls whilst work is being performed.
- Direct a worker to immediately cease work where the worker is not working safely and contact the Supervisor.
- Maintain effective communication with all stakeholders relevant to the work activity being conducted in the rail corridor.
- Do not use red or green equipment or plant that could be mistaken for a signal.

**THIRD PARTY CODED BLOCK (TPCB)** is a type of track protection that can be implemented by a Competent Worker (e.g. Responsible Worker) other than a Protection Officer. The work activity must not affect the integrity of the rail infrastructure. A TPCB procedure training pack has been provided to each Transfer Facility. The Responsible Worker for the requested outage must complete the TPCB assessment within the training pack and send to [externalaccessrequests@aurizon.com.au](mailto:externalaccessrequests@aurizon.com.au) to acknowledge and confirm understanding of TPCB procedure **prior** to commencement of outage. **IMPORTANT-** Requesting a Third Party Coded Block via this form only defines the type of track protection requested. Network Control will still need to be contacted on the day to initiate the TPCB prior to commencement of works.

**AUTHORISED PERSON (AP)** is responsible for the electrical safety of workers performing work that involves contact with, or being near to, the electric traction infrastructure. The Authorised Person receives a Form C Permit to Work NEAR, for Aurizon high voltage overhead line equipment (deenergised) or supervise plant fitted with an Aurizon approved height limiting device working under live. (in Aurizon territory only).

**IMPORTANT NOTE:** The Authorised Person qualification is valid for 3 years on the condition that the qualification is used a minimum of **once every 6 months**. If no approved logbook entries are made within the 6-month period, [Aurizon Authorised Person – Logbook Reset](#) training must be completed in order for the Authorised Person qualification to be retained.

### *What happens next?*

Upon receipt of Transfer Facility / Operator Request Form by [externalaccessrequests@aurizon.com.au](mailto:externalaccessrequests@aurizon.com.au) our team will review request to confirm access requirements as well as Track Protection and Overhead Isolation support services (if required). If Aurizon Track Protection and Overhead Isolation support services are required; we will generate quotes (separate quotes for Track Protection and Overhead Electrical Isolation) to enable your company to provide a Purchase Order. Once all details are finalised, the requestor and supervisor will be issued a Train Notice with all required details (e.g. worksite protection limits, method of track protection, contact details etc.)