

MRF 015

Worksite Protection Plans

Introduction

MWT 300 Planning work in the Rail Corridor requires Protection Officers to consider a number of factors when making their safety assessment prior to commencing work.

One of the requirements in *MWT 300 Planning work in the Rail Corridor* is that the Protection Officer must keep records about protection arrangements.

The way that the Protection Officer records details about work in the Rail Corridor is by completing:

- MRF 015A Worksite Protection Plan for LPA and TOA, or
- MRF 015C Worksite Protection Plan for Route Blocking.

MRF 015A Worksite Protection Plan must be used for all work performed under *MWT 302 Local Possession Authority (LPA)* or *MWT 304 Track Occupancy Authority (TOA)*.

MRF 015C Worksite Protection Plan for Route Blocking must only be used for work performed under *MWT 308 Route Blocking*.

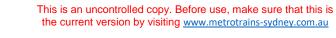
Completing a Worksite Protection Plan

A Worksite Protection Plan must be prepared:

- immediately prior to work on the day, or
- in advance of the work occurring, or
- in conjunction with a recognised Project Safety Management Plan or a Site-specific Safety Management Plan.

A Worksite Protection Plan form is not required if the activity is described in a recognised *Safe Work Method Statement (SWMS)* or *Safe Work Instruction (SWI)*, and:

 that document clearly describes the method of protection to be adopted based on the required safety assessment



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- that document clearly describes the hazards and risks to performing the work, and that
- the Protection Officer has confirmed that the environment and the tasks have not changed such that the risk to performing the work would have changed.

The Protection Officer must address all the required fields on Worksite Protection Plan forms.



NOTE

When completing the Worksite Location section of a form related to a work on track authority or a work on track method for an adjacent line, enter the details of the adjacent line, not the line being worked on.

MRF 015A Worksite Protection Plan asks for a diagram/ map to be provided. The Protection Officer does not have to draw a diagram/ map. If preferred, the Protection Officer may attach a diagram/ map that is being used to help formulate the Worksite Protection Plan.

MRF 015C Worksite Protection Plan for Route Blocking does not have space for a diagram/ map on the form, so the Protection Officer must attach a diagram/ map used to formulate the Worksite Protection Plan.

Effective date

05 May 2019



Worksite Protection Plan for LPA and TOA MRF 015A

					Date:	dd / n	nm / 20 yy	
Traffic Controller Deta	ils:							
	name		TC bo	ard/ location			contact no.	
Protection Officer Deta	ails:							
	name			signature			contact no.	
	designation			Planned Duration:				
Site Supervisor details:	1/1							
Worksite protection (cross out not applicable) LPA TOA								
Type of work:								
Worksite Location (if c	ompleting this form for	an adjacent line,	, enter the details o	of the adjacen	t line, not the	e being will be	d on)	
On the						\geq \sim	line(s)	
between			ar	nd				
completely withir	1							
Notes:								
				\sim				
Provide or attach a diagram/ map of the worksite prote for arringements:								
Sectification								



Worksite Protection Plan for Route Blocking MRF 015C

1.	Route Blocking Request		Date: dd / mm	/ 20 yy					
	Protection Officer Details:								
	name	signature	contact no.						
	RSW or RIW no.	designation	Planned Duration:						
	Type of work:		\wedge						
2	Worksite Location (if completing this form f	or an adjacent line, enter the details of the adjac	ent line, not , line	ed on)					
On				line(s)					
	hatuaan	and							
	between	and							
	completely within								
3	Protection to be used (attach diagram	/ map) (cross out if not applicable)							
	Signal(s) at STOP with blocking facilities applied Points Secu		emoval of (S/ ZIKS key	Other					
	Where practicable, tell the Traffic Controller t	he signal(s) or point vr , nav identified to p	protect the work Yes	N/A					
	Protection is required from the adjoining Traf	ic Controller at:	IC board/ location	TC board/ location					
4	Assurances								
	Confirm that all points of entry into the affected								
	The last rail traffic to pass the protection was:	The last know loc of rail traffic is:		location					
5	5 Authorisation								
	Repeat back the details recorded it 13; d item 4								
	Route Blocking is authoris d by th. Traffic C	ontroller.							
		TC board/ location	hh:mm hr dd /	mm / 20 yy					
	Route Blocking no.								
	Notes:								
6	Ending Route Blocking								
	Provide name and worksite location Provide Route	workers and equipment are clear of the Danger Zone	Route Blocking ended at:	hh:mm hr					
	-	-							