

## Responsibilities of Protection Officers

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### Purpose

To prescribe the responsibilities of Protection Officers in the Country Regional Network (CRN).

### Responsibilities

A Protection Officer is responsible for managing the rail safety component of worksite protection.

A Protection Officer's primary duty and responsibility is to keep the worksite and workers safe.

Protection Officers must:

- be certified as competent in the task being performed
- assess, plan, manage and record the rail safety component of worksite protection
- promptly report breaches of CRN Network Rules and Procedures to the Network Control Officer
- cooperate with Network Control Officers or other authorised persons in the performance of their duties
- not use, or allow others to use mobile communication devices unless in a safe place
- delegate duties only to competent workers.

### Planning and Assessing Worksite Protection

Protection Officers must plan and assess all work in the rail corridor in accordance with CNWT300 Planning Work in the Rail Corridor.

Work in the rail corridor must:

- be assessed for safety, and
- consider the potential to intrude on the danger zone, and
- identify hazards and appropriate risk controls, and
- apply appropriate worksite protection method or authority to protect the work.

### Managing Worksite Protection

Protection Officers must be vigilant to reassess safety measures if:

- work conditions or scope of works change
- additional hazards are identified
- more effective risk controls are available
- controls are not adequate or cannot be applied.

When there is a change of Protection Officer, the incoming Protection Officer must:

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- check the existing worksite protection plan and briefing to identify any changes to hazards or controls
- note receipt of the plan and brief in the protection officer's log or diary.

### Recording Worksite Protection

Protection Officers must record:

- relevant records and reports about worksite protection arrangements in the CRN
- instructions issued and received by them
- conditions and movements in worksites under their authority
- the placement and removal of defences
- the delivery of pre-work briefings

### CRN Network Procedures

Nil

### Effective date

30 January 2022