

UGL REGIONAL LINX



REASSESSMENT OF SIGNALLING INFRASTRUCTURE WORKERS

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CRN ST 001

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Document Control

Function	Position	Name	Date
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Revision	Issue Date	Revision Description
1.2	10.12.2021	UGLRL Operational Standards Template applied
2.0	26.01.2022	First approved and issued UGLRL version

Summary of changes made from previous version

Section	Summary of change
All	This document is based on the previous rail infrastructure maintainer (RIM). Full revision history is available on request from UGLRL.

1 General

It is a requirement of AS 4292 (Section 4.2) that rail workers who perform safety-related work are to have the necessary qualifications to do so, and the period of re-assessment specified. CRN signalling standards require that all signalling workers engaged in performing signalling safety related activities as detailed in section 5 of this document, on signalling infrastructure that is operational, or is to become operational, are to be reassessed and certified as competent within the period specified in section 1.1 below.

1.1 Reassessment Requirements

To reassess a worker as competent to perform their signalling safety related workplace activities, the assessment process outlined in this document must be repeated within the specified timeframe.

The reassessment is successful if a person is able to meet all the specified signalling safety related criteria for the duties they are performing. If the reassessment is not successful, action must be taken to assist the worker to regain competence. The processes described in section 1.4 provide direction for assessing engineers to follow that should allow workers to regain their certification.

The competency of staff qualified for the grades involving signalling safeworking, inspection and testing of signalling safety equipment and systems, where such work will form part or all of the certification necessary to have such equipment and or systems certified fit for purpose, shall be formally reviewed for reassessment within a period not exceeding every three (3) years.

The grades concerned are listed in section 2 of this document.

Controlling Signals Engineers shall ensure that the signalling workers concerned are reassessed within the specified period.

1.2 Reassessment Process

Reassessment in the signalling discipline shall consist of three elements:

- A signalling safeworking refresher course will be developed and delivered in accordance with CRN Learning & Development procedures.
- An assessment by the local signal engineer of the person's competencies relating to the safeworking activities associated with the person's duties.
- An assessment by the local signal engineer of the person's logbook

Signal engineers who conduct reassessment of signalling personnel are responsible for the final certification of the competency of that person. In their determination of competency, the signal engineer should consider the results of the reassessment and the person's work performance related to their signalling safeworking activities.

Local signal engineers, who are responsible for the reassessment of signalling personnel as listed in section 2, must themselves hold current signalling safeworking certification. Signal engineers who fall into this category will be reassessed by the Principal Signal & Communications & Network Control Engineer.

1.3 Reassessment course and training

The Refresher Course and assessment on signalling safeworking practices shall confirm the basic knowledge of signalling personnel in the current, relevant Network Rules and Procedures.

The course shall consist of a refresher instruction and knowledge based assessment using a scenario format. The course length and content will be as authorised by the Principal Signal & Communications & Network Control Engineer.

The refresher course and assessment examination will not attempt to retrain or examine personnel in the various makes and models of items of equipment or systems but will concentrate on the rules, regulations, procedures and practices that ensure the safety of trains, personnel and the integrity of the signalling system is maintained. The course material covered is detailed in the following documents: -

- Technical Manual CRN SP 000, Signalling Maintenance Procedures (referred to as Section J)
- Signalling Construction Specification CRN SC 007 Roles, Responsibilities, Plans, Programs, and Packages,
- The five specifications CRN SC 008, CRN SC 009, CRN SC 010, CRN SC 011 and CRN SC 012, covering Inspection and Testing of New and Altered Signalling Works and
- Relevant Network Rules and Procedures relating to signalling.

On successful completion of the refresher course and assessment, written advice regarding the results of the assessment for all personnel shall be forwarded to the Principal Signal & Communications & Network Control Engineer. Persons who pass the assessment shall also be instructed in the correct answers to any questions they may have answered incorrectly.

Where personnel may be deemed 'Not Yet Competent' a confidential covering letter detailing areas covered by the refresher course and assessment together with any areas considered to need reinforcement will be forwarded promptly to the Principal Signal & Communications & Network Control Engineer. A copy of the covering letter shall be made available to the person concerned.

1.4 Workers Deemed 'Not Yet Competent'

Where a worker is deemed 'not yet competent' following the reassessment process, their local signal engineer is to remove the person from their signalling safeworking responsibilities, i.e. The person can perform the signalling safety related duties as specified in section 5 of this document for the signalling qualification held, only under direct and close supervision of a licensed person who holds the same qualification, or a licensed signal engineer. A person who fails the refresher course assessment may elect to return on the first working day following the reassessment examination for further reassessment, or request to attend the next available refresher course and assessment if available.

The signal engineer who conducts the initial assessment will have the final decision regarding the degree of retraining or remedial actions necessary for a person to regain the required competence.

Personnel may only need retraining at a local level on particular aspects of their signalling safety related duties and this may be conducted by suitably experience persons in their locality, or by the assessing signal engineer.

Where the assessing engineer that deemed the person "not yet competent" elects to retrain and provide instruction to the person themselves, they cannot be the engineer that reassesses this person and must delegate this role to another suitable signal engineer from the 'Authorised Officers Lists' as detailed in Signalling Personnel – Authorisation Status and Licensing Boards – CRN ST 003.

Where the assessing engineer deems the person requires more intense training, it is that officer's responsibility to ensure the person is programmed into the applicable training course/s that will assist them in regaining their competency and resume their signalling safety related duties.

2 Persons who shall be Reassessed for Signalling Safeworking Activities

The following licensed personnel are required to undergo the re-assessment process.

- Signals Mechanical
 - Assistant Sectioner
 - Sectioner
 - Signal Linesman
 - Interlocking Fitter
- Signals Electrical
 - Signal Electrician
 - Signal Electrician (Workgroup Leader)
 - Signal Electrician (Team Leader)
 - Signal Supervisor - Electrical
- Signal Engineer (Field) – examples of which include;
 - Principal Signal & Communications & Network Control Engineer
 - Signal Maintenance Engineer
 - Commissioning Engineer
 - Signal Project Engineer
 - Signal Engineer
 - Commissioning Manager
 - Test Engineer

3 Recording of Attendance

All signalling personnel who are required to attend the refresher course and assessment prior to being reassessed will have their attendance and results recorded by the CRN Learning and Development group who will record this on the competency database and each employee's Learning & Development personal file.

4 Statement of Competency (SoC)

Upon completion of the process detailed in Section 1.2 a Statement of Competency is to be completed by the local signal engineer for each licensed person in the categories listed in Section 2 of this document. Personnel shall not be employed in any of the grades listed without a current Statement of Competency except under the appropriate supervision or restriction as detailed in the signalling maintenance procedures.

The templates for the different SoCs can be found in the Appendix of Signalling Personnel – Process for Authorisations and Licensing – CRN ST 002.

When the SoC is issued, Signalling Personnel – Authorisation Status and Licensing Boards – CRN ST 003 will be updated with the current date from the newly issued SoC.

5 Signalling Safeworking - Safety related activities.

The following signalling safeworking activities that require certification and subsequent reassessment are shown hereunder for the following signalling qualifications.

5.1 Signal Engineer

May be authorised to:

- Investigate derailments.
- Investigate wrong side signalling and protected level crossing incidents.
- Commission new and altered signalling infrastructure.
- Test and certify new and altered signalling infrastructure.
- Test and inspect operational signalling infrastructure.
- Disconnect and or otherwise interfere with operational signalling infrastructure for the purpose of altering, testing and or inspecting.
- Release track locking as prescribed in the regulations and the signalling maintenance procedures.
- Authorise temporary bridging of operational signalling circuits.
- Test and certify mechanical and electrical interlocking. (Note: Separate certification required)

Certification Required

Assessed as competent in:

- Technical Manual CRN SP 000, Signalling Maintenance Procedures (referred to as Section J)
- Signalling Construction Specification CRN SC 007, Roles, Responsibilities, Plans, Programs, and Packages
- The five specifications CRN SC 008, CRN SC 009, CRN SC 010, CRN SC 011 and CRN SC 012, covering Inspection and Testing of New and Altered Signalling Works, and
- Interlocking Certificate to test mechanical and electrical interlockings over 6 levers. Note: Separate accreditation required for Interlocking certificate.

Re-qualification Period: 3 years

5.2 Signals Electrical

May be authorised to:

- Test and inspect new and altered signalling infrastructure for commissioning purposes within the limits defined in the signalling construction and maintenance procedures.
- Inspect and maintain operational signalling infrastructure.
- Disconnect and or otherwise interfere with operational signalling infrastructure for the purpose of maintaining, altering, and or testing as defined in the Signalling Maintenance Procedures.
- Release track locking as prescribed in the regulations and the signalling maintenance procedures.
- Apply temporary bridging on operational signalling circuits as defined in the Signalling Maintenance Procedures.

Certification Required:

Assessed as competent in:

- Technical Manual CRN SP 000, Signalling Maintenance Procedures (referred to as Section J)
- Signalling Construction Specification CRN SC 007, Roles, Responsibilities, Plans, Programs, and Packages, and
- The five specifications CRN SC 008, CRN SC 009, CRN SC 010, CRN SC 011 and CRN SC 012, covering Inspection and Testing of New and Altered Signalling Works

Reassessment Period: 3 years

5.3 Signals Mechanical - Sectioner, Assistant Sectioner and Signal Linesman

May be authorised to:

- Test and inspect new and altered mechanical signalling for commissioning purposes
- within the limits defined in the signalling construction and maintenance procedures.
- Inspect and maintain operational mechanical signalling infrastructure and interlocking.
- Disconnect and or otherwise interfere with operational mechanical signalling equipment for the purpose of maintaining, altering, and or testing. as defined in the Signalling Maintenance Procedures.
- Test and maintain mechanical interlocking up to three lever machines and single Annett lock.

Certification Required:

Assessed as competent in:

- Technical Manual CRN SP 000, Signalling Maintenance Procedures (referred to as Section J)
- Signalling Construction Specification CRN SC 007, Roles, Responsibilities, Plans, Programs, and Packages, and
- The five specifications CRN SC 008, CRN SC 009, CRN SC 010, CRN SC 011 and CRN SC 012, covering Inspection and Testing of New and Altered Signalling Works

Reassessment Period: 3 years

5.4 Signals Mechanical - Interlocking Fitter

May be authorised to:

- Test and inspect new and altered mechanical signalling interlocking for commissioning purposes within the limits defined in the signalling construction and maintenance procedures.
- Inspect and maintain operational mechanical Interlocking and associated signalling infrastructure.
- Disconnect and or otherwise interfere with operational mechanical signalling interlocking and infrastructure for the purpose of maintaining, altering and or testing as defined in the Signalling Maintenance Procedures.

Assessed as competent in:

- Technical Manual CRN SP 000, Signalling Maintenance Procedures (referred to as Section J)
- Signalling Construction Specification CRN SC 007, Roles, Responsibilities, Plans, Programs, and Packages,



- The five specifications CRN SC 008, CRN SC 009, CRN SC 010, CRN SC 011 and CRN SC 012, covering Inspection and Testing of New and Altered Signalling Works and
- Interlocking Certificate to test mechanical interlockings.

Note: Separate accreditation required for Interlocking certificate.

Re-qualification Period: 3 years