Update on 'Unrestricted' Work on Track Safeworking Competencies

RIW BULLETIN

METRO

Purpose

The purpose of this bulletin is to advise Third Party and MTM Track Force Protection Coordinators (TFPCs) that they may experience some delay to the update of the 'Unrestricted TFPC' Role on their Rail Industry Worker (RIW) Card or MTM Track Force Protection Card following successful completion of the Inner Suburban Area Induction.

This is due to a recent increase of the number of assessments received causing delays in issuing and validating certificates.

Action

Effective from **25th November 2019 until the 8th December 2019,** Third Party and MTM TFPCs who have completed the Inner Suburban Area Induction and are waiting for their TFPC role to be updated from 'Restricted' to 'Unrestricted' on their RIW Card or MTM Track Force Protection Card are required to:

Produce a hard copy of the Inner Suburban Induction Certificate as evidence that they hold the unrestricted competency and will be allowed to perform TFPC duties in the Inner suburban area.

After the 8th if December 2019, all TFPCs will be required to have the Unrestricted Role on their profile or MTM card to perform work within the Inner Suburban Area.

Should you have any queries in relation to the above, contact the Rail Safety Improvement Team at RailSafety-Improvement@metrotrains.com.au

Authorised by

Daniel Upton
Rail Safety Improvement Program Manager &
Acting Rail Safety Manager

REFERENCE	ISSUE DATE	CONTACT
RIW-BUL-09-2019	25/11/2019	RailSafety-Improvement@metrotrains.com.au

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The Responsible Manager is to determine the following:

Which areas in MTM are to be notified of this alert?

Check	Code	Division/Department
☐	MTM	Entire MTM Network
☐	CHE	Engineering / Chief Engineer
☐	HMR	People & Performance
☒	INF	Infrastructure Delivery
☐	ELN	Electrical Networks
☐	OCS	Operational Control Systems
☐	SIG	Signals & OCS
☐	STF	Structures & Facilities
☐	TRK	Track Delivery
☐	OPS	Operations
☐	TSD	Train Service Delivery
☒	SWS	Safeworking / Signalling
☐	NOS	Network Operations
☐	SER	Metrol
☐		Customer Experience
☐	STO	Stations Customer Experience
☐	AOS	Authorised Officers
☒	PRJ	Projects & Planning
☐	ROS	Rolling Stock
☒	SQE	Safety, Environment & Risk
☐		Other (e.g. Other Divisions/Departments or people not listed):

Which contractors should be notified of this alert?

Note: This is undertaken by MetroSafe through the Avetta portal. All contractors/third parties have previously been tagged into their relevant MTM areas.

Check	Division/Department
☐	All MTM Contractors and Third Parties
☐	Corporate
☒	Infrastructure
☒	Projects
☐	Rolling Stock
☐	Operations

How should this alert be distributed and/or acknowledged?

Note: This section may be amended by the Division dependent on best method of distribution

Check	Division/Department
☒	Issued via email
☐	Placed on Noticeboards
☐	Placed in staff pigeon holes / letterboxes
☐	Delivered during toolbox discussions
☐	Employees to acknowledge receipt
☐	L4-SQE-FOR-070 Alert Register
☐	Toolbox Attendance Records
☐	Weekly Operational Notice (WON)
☐	Other (specify):

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