QNRP V7 IMPLEMENTATION

PROTECTION OFFICER (PO) MANDATORY MENTORING AND MONITORING

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QNRP V7 will be implemented on 28th June 2021 which is **1 WEEK AWAY.**

Through consultation with Protection Officers and their representatives, a need for mentoring in particular tasks were identified.

MANDATORY MENTORING FOR POs

The purpose of QNRP V7 mandatory mentoring for POs is to ensure confidence and competence in worksite protection methods for Track Authorities.

POs can plan and apply a Track Authority aligned to their current task, skills and competence, for example:

PO1 Prior to Implementation of QNRP V7

- PO1 with **no additional electives** can:
  - Plan and apply a Track Authority – Not breaking or obstructing the track + Safe Place + Lookout
  - Plan and apply a Track Authority – Not breaking or obstructing the track – No safe place + Points set away
- **If Required to Undertake this task a Mandatory Minimum one (1) Mentoring event must be carried out for the following**
  - *Plan and apply a Track Authority – Not breaking or obstructing the track – No safe place + Lookout +* ***Buffer Distances***
- PO1 with **additional electives** (such as in field protection and RTS)
  - As above, plus:
- **If Required to Undertake this task a Mandatory Minimum One (1) Mentoring event must be carried out for the following**
  - ***Plan and apply a Track Authority*** *– Breaking or obstructing the track + Buffer Zone + in field protection and Railway Track Signals*

PO2 TOA Prior to Implementation of QNRP V7

- PO2 TOA can:
  - Plan and apply all Track Authority tasks except:
- **If Required to Undertake this task a Mandatory Minimum One (1) Mentoring event must be carried out for the following**
  - *Plan and apply a Track Authority –* ***no blocking facilities*** *+ in field protection + Railway Track Signals*

PO2 TWA or PO3 Prior to Implementation of QNRP V7

- No mandatory mentoring required

A **minimum of one MANDATORY mentoring event,** after implementation of QNRP V7, must be undertaken for each relevant task above, before these tasks can be completed without supervision.

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More mentoring events must be provided if the PO Mentor has assessed the event has not been completed safely or correctly, or the Mentee requests additional mentoring events.

Both the mentor and the PO being mentored must be confident that the tasks are being completed competently and safely.

These events must be carried out by a suitable PO Mentor.

WHO IS A SUITABLE PROTECTION OFFICER MENTOR

MD-11-309 Protection Officer Training and Perpetual Accreditation defines a suitable mentor as:

- A PO with Queensland Rail experience who has at some time and for at least two years, held the same qualification as the PO being mentored,

- Is currently competent in the same or higher qualification as the PO being mentored, and

- Has demonstrated mentoring ability supported by the supervisor application

- Application has been made for the PO Mentor as per process identified on the Trackside Safety Competency Matrix

- PO Mentor role is held within the RIW System, once approved for the role

It is important to note that if mentoring is undertaken and the PO Mentor role is not held in the RIW System, by the mentor signing the form, the mentoring application will not be accepted.

QNRP V7 PROTECTION OFFICER MENTOR GUIDE

A QNRP V7 Protection Officer Mentoring Guide has been developed to assist Mentors with these tasks.

RIW System Registered PO mentors will be supplied with this resource to assist in capturing the mandatory mentoring event effectively.

After successful completion of mentoring events the PO is required to present the completed log to their supervisor for checking and signature.

The supervisor must then forward the evidence to the RIW System Administrator who shall upload the required information to RIW System.

The PO who completed the mentoring may then undertake the relevant task as part of their PO duties.

MANDATORY MONITORING EVENT

All POs will be required to also carry out **one (1) Mandatory Monitoring Event within 6 months** of implementation of QNRP V7. A monitoring checklist will be made available for you to complete and then email to the Safeworking mailbox. safeworking@qr.com.au