



Electrical Networks Competency Matrix Update

Purpose

The purpose of this bulletin is to advise MTM employees and Third Parties of changes to Electrical Networks Rail Industry Worker (RIW) competency requirements on the MTM network.

What are the changes?

The following paragraphs list the new roles within the RIW System. RIW Cardholders should refer to the following link for further information on the revised Electrical Networks competency matrix and role requirements.

- **Lineworker 1 (NEW)**
 - Inclusion of ESV Line Worker Licence, additional safety requirements added and medical changed to Category 1 Medical.
- **Lineworker 2 (NEW)**
 - A new role to support the Lineworker 2 or overhead trade assistants who have been working in the railway operations for many years under the supervision of fully qualified traction lineworkers.
- **Substation Electrician**
 - Existing roles have been combined that allows for either Certificate III in Electrotechnology Electrician or Certificate IV in ESI – Power Systems Substations qualifications, inclusion of Electricians Licence and additional safety requirements.
- **SCADA Technician**
 - The role allows for either Certificate IV in ESI – Power Systems Substations or Certificate IV in Industrial Electronics and Control qualifications, inclusion of Electricians Licence, Category 1 Medical and additional safety requirements.
- **Permit to Work Recipient**
 - No new requirements, this role has simply been moved from the Safeworking Matrix to the Electrical Networks Matrix.
- **Overhead Safety Observer**
 - Inclusion of ESV Spotters Registration, both rigging or dogging licences and additional safety requirements.
- **Electrical/Substation OEM**
 - No new requirements
- **Substation Tester**
 - Substation Testers are authorised to undertake High Voltage testing on high voltage or traction electrical apparatus.
- **Excavation Applicant (NAE)**
 - All persons submitting NAE forms are required to have completed the MTM NAE Application Training course.



RIW BULLETIN



When do these changes apply?

All RIW Cardholders must comply with the new requirements from **01 Mar 23**.

To support transition, new roles have been added to the RIW System on **01 Nov 22**, providing RIW Cardholders **4-months** to select and comply with the new roles.

Note: Competency requirements common to existing and new role(s) will automatically move once the new role(s) is added to a RIW Cardholder's profile.

All existing roles will be decommissioned on **01 Mar 23**, and therefore no longer visible on a RIW Cardholder's profile.

From 01 Mar 2023, what roles must be on my RIW profile to work on the MTM Network?

RIW Cardholder's must be compliant with roles to access the MTM rail corridor and compliant with the roles to support the work being performed.

1. Roles to access the MTM rail corridor:

- MTM – Operator, and
- Around the Track Personnel (Construction and Maintenance) – National

Note: These two roles capture Safely Access Rail Corridor, Construction Industry Induction and Cat 3 Medical (or higher)

2. Roles applicable to the work being performed:

- i.e. Lineworker 1, Substation Electrician etc.
- New HV Authorisation role(s) in support of the work being performed, i.e., MTM Authorised Live HV Worker, MTM Authorised Recipient

Note: The new Authorisation roles include the authorisation competency and 12-monthly Provide First Aid in ESI Environment.

I am the RIW Administrator, one of my RIW cardholders is impacted, what do I need to do?

- As the RIW Administrator you will be required to ensure impacted cardholder(s) have the newly created or modified Job Roles added to their profile.
- If the RIW cardholder is required to complete additional training to be compliant, the RIW Administrator will need to enrol the impacted RIW cardholder into the relevant training.
- For more information, refer to the article [How does a company add a new job role to a cardholder's profile.](#)

Authorised by

Stephen Chambers

Electrical Networks Delivery Manager



RIW BULLETIN

The Responsible Manager is to determine the following:

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

Check	Code	Division/Department
<input type="checkbox"/>	MTM	Entire MTM Network
<input checked="" type="checkbox"/>	CHE	Engineering / Chief Engineer
<input type="checkbox"/>	HMR	People & Performance
<input checked="" type="checkbox"/>	INF	Infrastructure Delivery
<input checked="" type="checkbox"/>	ELN	Electrical Networks
<input type="checkbox"/>	OCS	Operational Control Systems
<input type="checkbox"/>	SIG	Signals & OCS
<input type="checkbox"/>	STF	Structures & Facilities
<input type="checkbox"/>	TRK	Track Delivery
<input type="checkbox"/>	OPS	Operations
<input type="checkbox"/>	TSD	Train Service Delivery
<input type="checkbox"/>	SWS	Safeworking / Signalling
<input type="checkbox"/>	NOS	Network Operations
<input type="checkbox"/>	SER	Metrol
<input type="checkbox"/>		Customer Experience
<input type="checkbox"/>	STO	Stations Customer Experience
<input type="checkbox"/>	AOS	Authorised Officers
<input checked="" type="checkbox"/>	PRJ	Projects & Planning
<input type="checkbox"/>	ROS	Rolling Stock
<input type="checkbox"/>	SQE	Safety, Environment & Risk
<input type="checkbox"/>		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
<input checked="" type="checkbox"/>	All MTM Contractors and Third Parties
<input type="checkbox"/>	Corporate
<input type="checkbox"/>	Infrastructure
<input checked="" type="checkbox"/>	Projects
<input type="checkbox"/>	Rolling Stock
<input type="checkbox"/>	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
<input checked="" type="checkbox"/>	Issued via email
<input type="checkbox"/>	Placed on Noticeboards
<input type="checkbox"/>	Placed in staff pigeon holes / letterboxes
<input type="checkbox"/>	Delivered during toolbox discussions
<input type="checkbox"/>	Employees to acknowledge receipt
<input type="checkbox"/>	L4-SQE-FOR-070 Alert Register
<input type="checkbox"/>	Toolbox Attendance Records
<input type="checkbox"/>	Weekly Operational Notice (WON)
<input type="checkbox"/>	Other (specify):