



Electrical Networks Competency Matrix Update V6

Purpose

The purpose of this bulletin is to advise MTM employees and Third Parties of the requirement to comply with the changes to the MTM Electrical Networks matrix V6.

What are the changes?

The following outlines the new roles within the RIW system, RIW cardholders should refer to the Electrical Networks Competency Matrix Version 6 for further information on the job role requirements.

- **Earthing & Bonding**
 - A new role for all personnel performing Earthing and Bonding work on the MTM network.
 - Requirement to submit a Record of Relevant experience for approval from MTM Electrical Networks for job role validity.
- **Cable Joints & Terminations**
 - A new role for all personnel performing Cable Joints and/or Terminations work on the MTM network.
 - Requirement to submit a Record of Relevant experience for approval from MTM Electrical Networks for job role validity.
- **Instructed Person – Substation**
 - Persons required to enter a substation while under the supervision of an MTM Authorized Substation personnel

When do these changes apply?

All RIW Cardholders must comply with the new Earthing & Bonding and Cable Joints & Terminations from 27 May 2024.

To support transition, new roles have been added to the RIW System on 14 November 2023, providing RIW Cardholders 6-months to select and comply with the new roles.

To gain access to the updated versions of the [MTM Electrical Networks Matrix](#) and the [National Power and Electrical Matrix](#).

Please refer to <https://www.riw.net.au/business-rules/network-operators/>

Related Documents: [Metro Trains External Document Portal](#)

A957 Business Rules Manual for the Contracting Rail Safety Worker

A2020 Safety and Environmental Requirements for contractors and third parties

Authorised by

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Infrastructure Training Manager



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 type="checkbox"/>	CHE	Engineering / Chief Engineer
<input type="checkbox"/>	HMR	People & Performance
<input 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 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 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):

