

Form	HITACHI Inspire the Next
OCC OPERATORS HANDOVER FORM	

Location:		Date:	
ID No.:		Shift:	

WORKSTATION:	OUTGOING OPERATOR: SIGNATURE:
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Track Possession Area:

Operation Restriction Enforced:

Operation Instruction Enforced:

OCC/Mainline Event Log entries

Special Events

Equipment Out of Commission/Damaged/Missing

Safety Issues

Approved By:	<input type="checkbox"/> Director, Operations and Maintenance	<input type="checkbox"/> Department Manager	<input type="checkbox"/> Manager, HSE (Operations and Maintenance)
Signature:			
Date:			

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Procedure Changes
Staffing Issues
Engineering/Maintenance Work Activities
Changes to Integrated Transport Services
Special Marketing Promotions, Travel and Ticketing Arrangements
New Instructions or Changes in Work Procedures

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Security Arrangements and Threat Levels
Issues and Matters associated with Contractors and Concessionaires
Special Revenue Operations or Partnership Working Exercises
Train Operations Status
Others

DATE:	WORKSTATION: SHIFT: SHIFT START TIME:	INCOMING OPERATOR: SIGNATURE:
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