

Work Instruction - Operations	
IMPOSING OR WITHDRAWING TSR	

Work description: This OCC Work Instruction details the steps required for the imposition and withdrawal of temporary speed restriction.		
Scope: This Work Instruction is written specifically for OCC operating staff of Honolulu Rail Transit.		
References: N/A		
PPE and precautions	Competencies or qualifications	Licenses or permits required
Nil	OCC Supervisor, Train Controller, Engineering and Fault Controller, Customer Service Supervisor, Train Attendant, Hand signalman, Station Attendant	Hand Signalman, Train Driver
Tools and equipment required		
Nil		

Imposing Temporary Speed Restriction	
<i>Impact to Train Service</i>	<p>Train service will be affected as the journey time will be lengthened by the speed restriction and the distance applied.</p> <p>There may be some delay to the train service when staff is erecting the Speed Restriction Boards for manually driven trains or Maintenance of Way Vehicles.</p>
<i>OCC Supervisor</i>	<ul style="list-style-type: none"> if the imposition is necessary due to technical reasons, obtain the starting and ending locations, the restricted speed value of the temporary speed restriction of each of the affected section(s) of the track from the Engineering and Fault Controller if the imposition is necessary due to operational reasons, assess the operational circumstances with the Train Controller to determine the most appropriate values for the speed restriction, the starting and ending locations of the temporary speed restriction section of the track instruct the Train Controller to make the necessary arrangements for implementing temporary speed restrictions instruct Information Controller to inform the Customer Service Supervisors/Station Attendants of the affected stations where required, instruct Information Controller to make public announcement to the affected trains and stations
<i>Train Controller</i>	<ul style="list-style-type: none"> if the imposition is necessary due to operational reasons, assess the operational circumstances (train service and performance KPI) and inform the OCC Supervisor of the assessment accordingly assist OCC Supervisor in determining the starting and ending locations of the speed restriction section of the track

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IMPOSING OR WITHDRAWING TSR

Upon authorized to impose TSR, do the below steps if a MANUAL driven train is running on mainline:

- arrange with Engineering and Fault Controller to deploy maintenance staff to erect Speed Restrictions Boards on the affected section(s) of track along the mainline using Standing Train Protection
- Speed Restriction Boards for each TSR section comprise of:
 - Speed Restriction Warning Board - must be erected at the Headwall of the station in advance of the speed restriction. This board provides warnings to train drivers of the upcoming speed restriction section in which the train speed must be reduced before entering the speed restriction section.
 - Speed Restriction Starting Board
 - Speed Restriction Termination Board



Note

Staff are to use standing train protection to install Speed Restriction Starting Boards and Termination Boards. Trains are to be stopped in the area for the installation of Speed Restriction Warning Boards

Followed by below steps for AUTO trains on the mainline:

- issue the ATS TSR commands specifying the required starting location, the ending location and the restricted speed value on each affected section of track on the ATS workstation (fill in the TSR Form)
- inform all onboard Train Attendants (if any) regarding details of the imposed temporary speed restriction for each of the affected section(s)
- report to OCC Supervisor on the section(s) for which the temporary speed restriction has been imposed
- monitor the speed of the first two trains passing through the temporary speed restriction section of the track

Engineering and Fault Controller

- if the imposition is necessary due to technical reasons, obtain from the relevant maintenance engineer specific details (starting location, ending location, restricted speed values to be imposed) of the temporary speed restriction on each required section of the track and provide to OCC Supervisor along with the time and duration of the imposition
- upon being requested by the Train Controller, arrange maintenance staff to erect Speed Restrictions Boards for each affected section of the track along the mainline
- inform Train Controller upon the completion of placing all the Speed Restriction Boards at the required positions along the mainline by the maintenance staff

Train Attendant (driving trains manually on mainline)

- monitor the speed of the train at each of the temporary speed restriction section
- operate the train speed not exceeding the speed restriction when entering the temporary speed restriction section of the track, where the Speed Restriction Starting Board is located, until the train has passed the Speed Restriction Termination Board

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<i>Customer Service Supervisor</i>	<ul style="list-style-type: none"> upon being requested by the Train Controller on the setup of temporary speed restriction, appoint Station Attendant qualified as Hand signalman and position them at the Headwall brief the Hand signalman on his/her role before the temporary speed restriction is in effect upon being requested by the Train Controller to withdraw the Hand signalman, withdraw the Hand signalman from the Headwall
<i>Hand Signalman</i>	<ul style="list-style-type: none"> give a STOP hand signal to (manually driven) trains approaching the station give a "Proceed with Caution" hand signal upon being authorized by the Train Controller

Withdrawing Temporary Speed Restriction	
<i>Impact to Train Service</i>	There will be some delay to train service when staff is withdrawing the Speed Restriction Boards for manually driven trains.
<i>OCC Supervisor</i>	<ul style="list-style-type: none"> if the imposition is necessary due to technical reasons, obtain confirmation from the Engineering and Fault Controller that the temporary speed restriction can be withdrawn instruct the Train Controller to make the necessary arrangements for the withdrawal of temporary speed restrictions instruct Information Controller to inform the Customer Service Supervisors/Station Attendants of the affected stations where required, instruct Information Controller to make public announcement to the affected trains and stations
<i>Train Controller</i>	<ul style="list-style-type: none"> if the imposition is necessary due to operational reasons, assess the operational circumstances (train service and performance KPI) and inform the OCC Supervisor of the assessment accordingly assist OCC Supervisor in determining the starting and ending locations of the speed restriction section of the track <p>Upon authorized to withdraw TSR, do the below steps if a MANUAL driven train is running on mainline:</p> <ul style="list-style-type: none"> arrange with the Customer Service Supervisor at/near the station in advance of the start of the speed restriction to deploy a Hand signalman at the Headwall to prevent any train from entering into the speed restriction section when the maintenance staff is withdrawing the Speed Restriction Boards arrange with Engineering and Fault Controller to deploy maintenance staff to withdraw Speed Restrictions Boards on the affected section(s) of track along the mainline provide safe paths for the maintenance staff to reach the required locations and back to the station(s) once all the Speed Restriction Boards are withdrawn as confirmed by the Engineering and Fault Controller, authorize the Customer Service Supervisor to withdraw the Hand signalman from the Headwall

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	<p>Followed by the below steps for AUTO trains running on the mainline:</p> <ul style="list-style-type: none"> • arrange a Train Attendant to use the first available train as sweep train to carry out LINE CLEARANCE to make sure the affected section(s) of the track is clear for the resumption of normal service • obtain confirmation from the Train Attendant that the track is clear • issue the ATS TSR withdrawal commands specifying the required starting location, ending location and the normal speed value for each affected section of track on the ATS workstation • inform the all onboard Train Attendants regarding the withdrawal of temporary speed restriction for each of the affected section(s) • report to OCC Supervisor on the section(s) for which the temporary speed restriction has been withdrawn • monitor the speed of the first two trains passing through the section of the track that has the temporary speed restriction withdrawn
Engineering and Fault Controller	<ul style="list-style-type: none"> • if the imposition is necessary due to technical reasons, obtain from the relevant maintenance engineer specific details (starting location, ending location, restricted speed values to be imposed) of the temporary speed restriction on each required section of the track and provide to OCC Supervisor along with the time and duration of the imposition • upon being requested by the Train Controller, arrange maintenance staff to erect Speed Restrictions Boards for each affected section of the track along the mainline • inform Train Controller upon the completion of placing all the Speed Restriction Boards at the required positions along the mainline by the maintenance staff
Train Attendant (driving trains manually on mainline)	<ul style="list-style-type: none"> • note the withdrawal of temporary speed restriction on the affected section(s)
Customer Service Supervisor	<ul style="list-style-type: none"> • upon being requested by the Train Controller on the withdrawal of temporary speed restriction, appoint Station Attendant qualified as Hand signalman and position them at the Headwall • brief the Hand signalman on his/her role before the temporary speed restriction is withdrawn • upon being requested by the Train Controller to withdraw the Hand signalman, withdraw the Hand signalman from the Headwall
Hand Signalman	<ul style="list-style-type: none"> • give a STOP hand signal to (manually driven) trains approaching the station • give a “Proceed with Caution” hand signal upon being authorized by the Train Controller

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