

Work Instruction - Operations	<b>HITACHI</b>
<b>TRACK POSSESSION HAND-OVER FROM OCC TO MAINTENANCE WORK INSTRUCTION</b>	<b>Hitachi Rail Honolulu JV</b>

<b>Work description:</b> This OCC Work Instruction details the Track Possession Hand-back from OCC to Maintenance.		
<b>Scope:</b> This Work Instruction is written specifically for OCC operating staff of Honolulu Rail Transit.		
<b>References:</b> HNL-09663 Infrastructure Access Procedure		
<b>PPE and precautions</b>	<b>Competencies or qualifications</b>	<b>Licenses or permits required</b>
Nil	Engineering & Fault Controller, OCC Supervisor, Train Controller, On Site Coordinator (OSC)	Nil
<b>Tools and equipment required</b>		
Nil		

<b>Track Possession Hand-Over</b>	Concerning the Work Block Permit, when an Engineering Possession has been scheduled and published in the Weekly Possession Notice, the party responsible for carrying out the work must arrange a OSC to take up the possession on the date concerned. The OSC must quote the work order and obtain the track possession number from the Engineering & Fault Controller for carrying out the work.
<i>OCC Supervisor</i>	<ul style="list-style-type: none"> <li>Check the Work Block Permit and where applicable, make sure that there is no conflict between maintenance vehicle movements and the Engineering Possession</li> <li>Instruct the Train Controller to apply signaling protection to the extremities of the possession areas according to the Track Occupancy Authority</li> </ul>
<i>Train Controller</i>	<ul style="list-style-type: none"> <li>Apply signaling protection to protect the possession area</li> <li>Confirm to OCC Supervisor on completion of the protection arrangement</li> </ul>
<i>Engineering &amp; Fault Controller</i>	<ul style="list-style-type: none"> <li>Where applicable, commence switching program in the track possession area, where required</li> <li>Double check the validity of the work activity</li> <li>Make sure Possession Protection has been arranged and implemented</li> <li>Hand over the track section to OSC</li> </ul>



#### Warning

- Trains may approach from both directions on the Mainline.
- Always regard the power rail as energized unless it is indicated clearly in the Track Possession Authority that traction current has been switched OFF and isolated locally via the installation of short-circuiting devices.
- Please refer to HNL-09663 Infrastructure Access Procedure for details regarding any work to be carried out on or near the power rail which will require an additional Work Block Permit (Electrical) to be issued by an Authorized Person. For example, normal planned activities are usually performed in power OFF environment unless it is a corrective / emergency maintenance with additional precaution to be applied subject to the onsite risk assessment by the Authorized Person.

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

Document Code	HNL-09548 Track Possession Hand-over from OCC to Maintenance Work Instruction.01	Effective Date:	
File Name	HNL-09548.01.00-0-Track Possession Hand-over from OCC to Maintenance Work Instruction	Rev No. 01	Page 1 of 1