

STATION EMERGENCY STOP ACTIVATION

Work description: This work instruction describes the handling of Station Train Emergency Stop PB activation		
Scope: This work instruction is written specifically for the OCC operating staff of Honolulu Rail Transit.		
References: HNL-09320 Unauthorized Persons Trackside		
PPE and precautions	Competencies or qualifications	Licenses or permits required
Nil	OCC Supervisor, Train Controller, Information Controller, Engineering and Fault Controller, Station Attendant, Train Attendant	Nil
Tools and equipment required		
Nil		

On alert of activation of Station Train Emergency Stop PB,	
<i>Train Controller</i>	<p>You must:</p> <ul style="list-style-type: none"> make sure trains moving towards the affected area are stopped at stations to prevent bunching up check the affected platform area using CCTV find out from the Information Controller what is going on arrange a Station Attendant to check/confirm the platform tracks are clear of any obstruction (no one has fallen) and that the PSGS are in normal state if no abnormality is found, authorize the Station Attendant to reset the Station Train Emergency Stop PB if the Station Train Emergency Stop PB cannot be reset, report the failure to the Engineering and Fault Controller to arrange maintainer to check the Station Train Emergency Stop PB and override it if required upon resetting/overriding the Station Train Emergency Stop PB, arrange the first available train and a Train Attendant to sweep the affected tracks using BYPASS mode upon successful completion of the affected tracks (track clear), resume normal train service log the event in the Train Controller Log
<i>Information Controller</i>	<p>You must:</p> <ul style="list-style-type: none"> answer the E-TEL from the platform (if any), find out the reason for the activation of Station Train Emergency Stop PB and relay the information to the Train Controller call the emergency services if required on instructions from the OCC Supervisor: <ol style="list-style-type: none"> make public broadcast announcements on service delays to trains and stations make regular announcements to update trains and stations affected monitor crowd conditions on affected platforms make public announcements on resumption of normal train service to trains and stations log the event in the Information Controller Log

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Signature:			
Date:			

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<i>Engineering and Fault Controller</i>	You must: <ul style="list-style-type: none"> on request from the Train Controller, inform the maintainer to arrange a signaling technician to examine why the Station Train Emergency Stop PB cannot be reset keep track of the inspection/repair progress inform the OCC Supervisor and the Train Controller about the latest inspection/repair progress
<i>OCC Supervisor</i>	You must: <ul style="list-style-type: none"> instruct the Information Controller to make public broadcast announcements on service delays to trains and stations instruct the Information Controller to monitor crowd conditions on affected platforms follow the inspection/fault rectifying progress closely if the Station Train Emergency Stop PB is properly reset then instruct the Information Controller to make public announcements on resumption of normal train service to trains and stations <ul style="list-style-type: none"> log the event in the OCC Supervisor Daily Report
<i>Station Attendant</i>	You must, on instructions from the Train Controller: <ul style="list-style-type: none"> check (if any) who is responsible and why for the activation of the Station Train Emergency Stop PB check the platform tracks to see if anyone has fallen, request emergency service if required check that the PSGS are in normal state report the status to the Train Controller and Information Controller reset the Station Train Emergency Stop PB and tell the Train Controller whether the reset is successful
<i>Train Attendant</i>	You must, on instructions from the Train Controller: <ul style="list-style-type: none"> access the track to get to the train operate the train in BYPASS mode and sweep the platform tracks at very low speed report the line clear status to the Train Controller if the platform tracks are clear of obstruction

On alert of activation of intrusion detection system at platform end doors, refer to HNL-09320 Unauthorized Persons Trackside for details if the activation was not initiated by staff

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