

TRAIN MOVEMENT IN MANUAL AREA WORK INSTRUCTION

Work description: The purpose of this document is to define the protocol according to which movements in manual area shall be handled. The procedure applies to the O&M stage of the H RTP project

Scope: Train Movements in the Manual Area

References: HNL-09664 Yard Operations Procedure

PPE and precautions	Competencies or qualifications	Licenses or permits required
Nil	Yard Control Bungalow (YCB) Operator, Railcar Leading Technician, Train Operator, Train Controller, Road / Rail Vehicle Operator, Train Operator	Nil

Tools and equipment required

Handheld Portable Radio



Warning

The Third Rail Is Always Considered Energized



Warning

The Collector Shoe shall be considered energized even if only one of the collector shoes are on contact with the Third Rail



Manual Area Control	<p>Manual area is identified as the area between the West Yard Lead and East Yard Lead transition platforms. Transition platforms are a part of the Automatic area and the occupancy on transition platform is not visible on the YCB workstation.</p> <p>Transition platforms are under the control of OCC Operators. If a train shall be positioned on transition platforms the OCC Operator shall confirm that the intended location is energized.</p> <p>YCB Operator can position a train on transition platform only upon authorization from the OCC.</p> <p>Train movements without P2R/Niteq are in manual mode.</p> <p>The YCB Operator is responsible for the overall co-ordination of train movement in manual area. Everyone involved in train movement shall not act without prior consultation with the YCB Operator.</p>
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Train Movements in the manual area	
<i>Railcar Leading Technician</i>	<p>The Railcar Leading Technician must:</p> <ul style="list-style-type: none"> Assign the YCB Operator Define details of train movement
<i>YCB Operator</i>	<p>The YCB Operator must:</p> <ul style="list-style-type: none"> Not leave the TCB Workstation during the movement Authorize movements in manual area, specifying origin and destination Coordinate with the OCC for energization and de-energization as required Supervise train movements in manual area Operate the YCB workstation to set the intended route for the train Make sure that derailleurs to be encountered during the movement are in the position that allows train movement Instruct the train operator to position the derailleurs as required Make sure that the OSB gates are in the requested position Stop the movement if a fault is identified with the YCB Workstation and notify the maintenance team Not modify the route when the train movements are taking place

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Signature:			
Date:			

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Train Operator	 Note Staff involved in the train movement will always be in possession of a handheld portable radio
	The Train Operator must: <ul style="list-style-type: none"> Move the train in manual mode, in accordance with the YCB Operator instruction Position the derailleurs in the requested position, before and after train movement
Road/Rail Vehicle Operator	 Note <ul style="list-style-type: none"> Speed Shall not exceed 3mph The Train Operator must not leave the train without Authorization from the YCB Operator
	The Road/Rail Vehicle Operator must: <ul style="list-style-type: none"> Open/Close the requested gates Move the road/rail vehicle as per YCB Operator instruction

Train Moving from Automatic to the Manual Area	Trains must be handed over to a YCB Operator by the Train Controller to move into the Manual Area from the Automatic area.
Train Controller	The Train Controller must: <ul style="list-style-type: none"> Get the name of the assigned YCB Operator Move the train to the assigned transition platform Inform the YCB Operator when the automatic train movement is complete Handover the train to YCB Operator
YCB Operator	The YCB Operator must: <ul style="list-style-type: none"> Accept the train from the Train Controller Log in the YCB workstation Set the requested route Inform maintenance staff about the movement Ensure that derailleurs are in a position that allows train movement over the intended route Instruct the train operator to put the derailleurs in the requested position Confirm with the Train Operator and OCC that the vehicle is under YCB control Instruct the vehicle operator to open the requested gates Authorize train movement from transition platform to the intended location
Train Operator	The Train Operator must: <ul style="list-style-type: none"> Put derailleurs in the requested position (i.e. to allow train movement) Reach Transition platform and inform the YCB Operator when complete Board The train Enable the emergency driver panel Wait for YCB Operator authorization to proceed. Maximum speed 3 mph Use the horn prior to moving the train: <ul style="list-style-type: none"> Be ready to stop the train in the event YCB Operator commands to do so Be ready to stop the train before any identified obstruction Move the train until the leading end is aligned with the end of third rail Wait for YCB Operator confirmation that the yard is de-energized, and the train can be coupled with road/rail vehicle Upon YCB Operator authorization, proceed with the coupling When the movement resumes, be ready to stop the train as required Close the emergency driver panel: <ul style="list-style-type: none"> Inform YCB Operator when complete Upon YCB Operator instruction, put the derailleurs back in their original position

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<i>Road Rail Vehicle Operator</i>	<p>The Road/Rail Vehicle Operator must:</p> <ul style="list-style-type: none"> • Upon YCB Operator authorization, move the vehicle towards the assigned location • Upon YCB Operator authorization, proceed with the coupling • Upon YCB authorization, resume the movement • Inform YCB Operator when the movement is complete • Uncouple the vehicles • Upon YCB Operator authorization, park the Road/Rail vehicle as required
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Train Moving from the Manual Area to the Automatic Area	Trains must be handed over to Train Controller by the YCB Operator to move from the Manual Area to the Automatic area. (Transition Platform)
<i>YCB Operator</i>	<p>The YCB Operator must:</p> <ul style="list-style-type: none"> • Advise the Train Controller that a train will be moving to the transition platform • Ensure that derailleurs are in a position that allows train movement over the intended route • Instruct train operator to position the derailleurs as required • Make sure that third rail is de-energized • Set the requested route • Assign staff to open the requested gate • Authorize Niteq/P2R movement • Authorize train shunting until the rear end is aligned with the third rail in the yard • Authorize uncoupling • Advise the Train Controller when this is complete and Co-ordinate for Third Rail energization • Authorize train movement up to transition platform • When complete, command closure of gates and make sure that derailleurs are put back in their original position
<i>Train Controller</i>	<p>The Train Controller must:</p> <ul style="list-style-type: none"> • Confirm with the YCB Operator which Transition Platform is required • Check that the requested transition platform is energized • Check that the requested transition platform is free • Take over the train when requested
<i>Road/Rail Vehicle Operator</i>	<p>The Road/Rail Vehicle Operator must:</p> <ul style="list-style-type: none"> • Couple the road rail vehicle with the train • Wait for YCB Operator authorization for movement • Move the consist until the rear end of the rear end of the train is aligned with the third rail end in the yard • Movement has to be announced with the horn • Uncouple the consist • Park the rail road vehicle upon YCB Operator authorization
<i>Train Operator</i>	<p>The Train Operator must:</p> <ul style="list-style-type: none"> • Position the derailleurs in the requested position • Board the train • Once the train is uncoupled from road rail vehicle and upon YCB Operator authorization, move the train up to the transition platform. Maximum train speed is 3 mph • Inform YCB Operator when the train is at the transition platform • Align the train only after YCB Operator authorization • Upon YCB Operator authorization, put derailleurs in the requested position

Movements from one OSB track to another	These movements are to be treated in the same manner as mentioned above. Thus, same principles, actions and responsibilities apply.
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