

# Measuring Track

Issue date: 11/04/08

Review date: 21/02/11

<b>SWMS number:</b> SMS-06-SW-1075	<b>SWMS Name:</b> Measuring Track			<b>SWMS Team:</b> Track Review Team
<b>Custodian (Position):</b> Track Works Manager Commercial / Renewals	<b>Assumptions:</b> Site specific risks are addressed and assessed in pre- work briefing			
<b>Approving Authority (Position):</b> Safety and Quality Manager, Commercial / Renewals	<b>Plant/Equipment/Tools:</b> <ul style="list-style-type: none"><li>• Hand lamps for work at night</li><li>• Measuring Trolley</li><li>• Tape, Plumb bobs, level board</li><li>• P2 Masks</li><li>• Air quality metre</li><li>▪ Torches</li></ul>	<b>PPE required:</b> <ul style="list-style-type: none"><li>• Safety Boots</li><li>• High visibility orange vest</li><li>• Hard hats</li><li>• Safety Glasses</li><li>• Protective Clothing</li><li>• Hearing protection (as required)</li><li>• Gloves (as required)</li></ul>	<b>Permits/licences required:</b> Nil	<b>Content reviewed by Technical expert (SME) and RailCorp safety professional</b> (position including Div/Group) Track Works Manager & SEQ Coordinator Asset Management Group Commercial / Renewals
<b>Applicable Standards, Codes of Practice and guidance:</b> <ul style="list-style-type: none"><li>• OH&amp;S Act 2000</li><li>• OH&amp;S Regulation 2001</li><li>• Rail Safety Regulation 2003</li><li>• RailCorp Network Rules &amp; Procedures</li><li>• RailCorp Safety Management System.</li><li>• MSDS for all chemicals and hazardous Substances used on site</li><li>• EC14 – Guide to Electrical Workers Safety Equipment</li><li>• National Code of Practice for Manual Handling [NOHSC:2005]</li></ul>				<b>Inspection requirements:</b> Nil
		<b>MIMS or METRE Ref:</b> Nil		<b>PPE required:</b> <ul style="list-style-type: none"><li>• Safety Boots</li><li>• High visibility orange vest</li><li>• Hard hats</li><li>• Safety Glasses</li><li>• Protective Clothing</li><li>• Hearing protection (as required)</li><li>• Gloves (as required)</li></ul>

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Number	Step	Hazard or human error (Safety/Environmental hazards identified, including physical environment, human errors, plant and equipment)	Risk ranking before controls	Control (to be Implemented to eliminate or reduce the risk to the lowest practicable level)	Risk ranking after controls	Responsibility	Job step to be completed in accordance with (name associated documentation)
1	Manual measuring and marking out of Track Geometry	<ul style="list-style-type: none"> <li>Striking workers with track machines</li> <li>Climbing ballast shoulders</li> <li>Live wires</li> <li>Paint</li> </ul>	C-	<ul style="list-style-type: none"> <li>Must be briefed prior to entry to danger zone</li> <li>Walk only on site</li> <li>Correct manual handling methods</li> <li>Do not breathe in aerosol</li> <li>Steel tapes not to be used</li> </ul>	C-	All Staff	Spray Paint MSDS
2	Survey trolley set up, measuring and marking out of Track Geometry	<ul style="list-style-type: none"> <li>Striking workers with track machines</li> <li>Lasers</li> <li>Tripping over trolley</li> <li>Manual handling of trolley</li> </ul>	C-	<ul style="list-style-type: none"> <li>Must be briefed prior to entry to danger zone</li> <li>Do not look into laser</li> <li>Walk only on site</li> <li>Correct lifting methods</li> <li>Beware of rail gaps when moving trolley</li> </ul>	C-	All Staff	Survey Trolley Instruction Manual

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**NOTE: Each work group or team member must sign off on the SWMS to acknowledge they have been briefed about or instructed in the SWMS**

Team member name (Please print)	Team Member signature	Instructor/ Briefer name	Date	Team member name (Please print)	Team Member signature	Instructor/ Briefer name	Date

RailCorp Level 2 Risk Matrix - Regional & Local (Workplace)			Likelihood/Frequency						<u>Definition for Use - Regional &amp; Local level (Workplace)</u>  Used for workplace hazards and safety risks that do not consider the whole of the network. Indicatively this matrix is appropriate for use where the hazards under consideration are up to 10% of the total network exposure. This includes regional and local workplace risk assessments.  As an example, the Level 2 scale would be used when examining the risk of slips, trips and falls on specific RailCorp platforms within a region or at a particular station, or the risk of fire within a depot.  There are 3 options for descriptors which can be used to determine the frequency category. One set of descriptors is provided for frequency, one for historical likelihood, and one for predictive likelihood in the workplace. Choose the most appropriate.  To score the risk, follow the steps:  1. Identify the magnitude of the credible consequence if the risk were to occur. If applicable, risks should be considered in terms of the safety (this matrix), commercial and environmental impact (using other matrices).  2. Identify the likelihood of this level of consequence occurring. (This is done after considering the effectiveness of the current controls in place)  3. Score the risk using the combination of likelihood and consequence ranking.  Note: Where there are a range of credible consequences which may lead to a different level or risks and/or where the controls may be different. It may be useful to score the risk more than once.	
			Event Frequency	Less than once every 1000 years	Once every 100 to 1,000 years	Once every 10 to 100 years	Once every 1 to 10 years	More than once per year up to and including 10 times per year		More than 10 times per year
			Historical (Likelihood)	Unheard of in the rail industry	Has occurred once or twice in the rail industry	Has occurred many times in the rail industry, but not in NSW	Has occurred once or twice in NSW	Has occurred frequently in NSW		Has occurred frequently at specific locations
			Workplace Predictive (Likelihood)	Not expected to occur	May occur only in exceptional circumstances	Could occur at some time but not likely	You would expect it to occur at least once in the next 10 years performing similar activities	You would expect it to occur at least once this year performing similar activities		You would expect it to occur at least once this month performing similar activities
Consequence			F1	F2	F3	F4	F5	F6		
			Incredible	Improbable	Remote	Occasional	Probable	Frequent		
>10 Fatalities	C6	Disastrous	B-	B+	A	A	A	A		
2-10 Fatalities	C5	Catastrophic	C+	B-	B+	A	A	A		
1 Fatality (2-10 Major Injuries)	C4	Critical	C-	C+	B-	B+	A	A		
1 Major Injury	C3	Major	D	C-	C+	B-	B+	A		
1 or more Minor Injuries	C2	Minor	D	D	C-	C+	B-	B+		
First aid treatment, or illness/injury not requiring treatment	C1	Negligible	D	D	D	C-	C+	B-		