



Safe Work Instruction	Issue date: 20/09/10
Cleaning Crew Compartment	Review date: 20/09/13

Document no.	Work description		
SMS-06-SW-0485	Cleaning the crew compartment of any train		
	Scope Crew compartment interior		
Review date	References		
20/09/13	<ul style="list-style-type: none"> OHS Act 2000 section 8 (1,2) 20 (1,2) 21 SMS-06-GD-0001 Guide to Manual Handling SMS-06-SW-0487 Entering Trains from Ballast SMS-06-SW-0488 Climbing out of Trains onto the Ballast SMS-12-01-0886 Red Flagging Trains in Stabling Yards, Depots or Maintenance Centres SMS-06-SW-0490 Damp Wiping SMS-06-SW-0492 Diluting Cleaning Chemicals SMS-06-SW-0497 Mopping SMS-06-SW-0498 Removing Rubbish Pre-train Clean SMS-06-SW-0500 Spot Cleaning SMS-06-SW-0501 Train Clean - Sweeping Relevant up-to-date MSDS 		
Responsible supervisor <i>Insert name in BLOCK letters</i>	PPE and precautions	Competencies or qualifications	Licences or permits required
Supervisor/Team leader	<ul style="list-style-type: none"> Red flag Personal Identity Card (PID) High visibility vest Safety Footwear Goggles Rubber gloves 	Induction On-the-Job Training Track Safety & Electrical Safety Awareness or RISI	N/A
Tools and equipment required			
Rags, maxi-bucket, mop and mop bucket, chemicals, broom, garbage bag, dust pan			
IF CONTROL MEASURES ARE NOT SUITABLE AND MAJOR CHANGES ARE NEEDED, CONDUCT A RISK ASSESSMENT AND DEVELOP NEW CONTROLS ACCORDING TO SMS-06-PR-0104 WORKPLACE RISK MANAGEMENT .			

	Warning Before starting work on the train Employees must clip their discipline's RED flag to the blind in the Driver's window at the leading end with the clips provided. Employees intending to work on a rail vehicle consist must attach their identification (PID card) to their discipline's RED flag displayed in the Driver's window at the leading end.
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Preparation	<ul style="list-style-type: none"> Collect cleaning equipment from store. Proceed to train. Place your red flag in the driver's compartment.
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	Warning Look out for trains moving into and around the work area.
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Cleaning	<ul style="list-style-type: none"> Pick up rubbish and place in garbage bag. Sweep the floor and dispose of dirt. Mix water and detergent in maxi-bucket. Using a clean rag and detergent mixture, damp-wipe driver's window, console, sills, ledges and rails (especially grab rails). Use a clean dry rag and appropriate chemical to clean telephone and intercom. Damp-mop floor.
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Clean up	<ul style="list-style-type: none"> Remove your red flag from the driver's compartment. Return cleaning equipment to store.
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Additional controls	
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