




Safe Work Instruction	Issue date: 20/09/10
Train Wash - Closing Doors and Windows	Review date: 20/09/13

Document no. SMS-06-SW-0508	Work description Closing doors and windows prior to a train entering the wash plant		
	Scope Applies to all trains to be washed		
Review date 20/09/13	References <ul style="list-style-type: none"> OHS Act 2000 section 8 (1.2) 20 (1.2) 21 SMS-06-SW-0487 Entering Trains from Ballast SMS-06-SW 0488 Climbing out of Trains onto Ballast 		
Responsible supervisor <i>Insert name in BLOCK letters</i>	PPE and precautions	Competencies or qualifications	Licences or permits required
Shunter & operations Planner	<ul style="list-style-type: none"> Vest Safety Footwear Rubber gloves 	Induction On-the-Job Training Track and Electrical Safety Awareness RISI	N/A
Tools and equipment required			
NIL			
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 <ul style="list-style-type: none"> Beware of moving trains when entering and exiting train Carryovers are not to be taken through the train wash, they must alight prior to the train being washed and escorted by a PO1 or better from the site. Cleaners are not to be on the train going through the train wash.
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Preparation	<ul style="list-style-type: none"> Acquire a run sheet from Line Supervisor. Locate your fellow team member. This task is performed always as a team of two (Hornsby Only). Go to wash-plant area and acquire two way radio's
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S, R and K sets	<ul style="list-style-type: none"> Enter leading car through crew compartment door. Working together close all windows on upper and lower decks in carriage. Move to next carriage, closing doors behind you. Repeat process until you reach the end of the train. Exit via the trailing car crew compartment door.
	Warning Take care when closing windows pre-wash on S, R and K sets as the train is moving. Beware! Chains between carriages may be missing or detached

G and T sets	<ul style="list-style-type: none"> Position yourself(s) one each side of the boardwalk of the 4 car mark. As the train is coming to a halt observe which doors and windows are open. When the train stops enter the train to close the window (if necessary). Close the door on exiting. If necessary move to the other carriage and repeat process. Move to the gap between the carriages. Locate partner (on other side of the train) and make sure they have alighted (Hornsby Only). Signal all clear.
	Warning Make sure your partner has alighted and is clear of the train before either of you gives the ALL CLEAR signal.

Additional controls