

Training Academy Bulletin



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RIW APP Changes from 1 July 2015

The purpose of this bulletin is to remind all RIW APP users to the changes from 1 July 2015.

Current RIW APP Status

Currently when an RIW Card is checked via the RIW APP, both 'Current' and 'Working Towards' roles can be accessed via the on-screen icons as well as 'Expiring' and 'Inactive' competencies can be seen, and this has caused unnecessary confusion.

What will you see from 1 July 2015?

From tomorrow all you will see are 'Current' roles and competencies. This makes perfect sense since the only workers who should be in MTM's Rail Corridor are those who are competent and up to date.

What if the contractor says they completed the training but haven't received their certificate to upload onto their RIW Card or they haven't received their RIW Card yet?

Simple – if no RIW Card is held by the individual or the role does not show up as 'Current' when checked during the Pre-Start, they will not be permitted to start work.

What if the work is genuinely urgent or schedule critical?

MTM does have a system to support RIW extensions for such occasions. Extensions can be requested, five working days prior to the scheduled start date, through the MTM Project Manager and the competencies@metrotrains.com.au email address.

Once approved, these extension letters are issued to the MTM Project Manager, MTM Track Access Desk and affected Contracting Company for a specific duration, usually 1-month, to cover such delays. When sighted, these letters replace the need to check the individual's RIW Card as competence will have been checked prior to issuing. These extension letters are registered and dated, countersigned by Manager Audit & Assurance and Manager Network Safety and issued as a PDF file.

If you require access to the RIW APP, simply contact Onsite on 1300 777 245 or riw@pegasus.net.au.

Please direct enquiries to:

competencies@metrotrains.com.au

Rail Safety Worker Competency Website

www.metrotrains.com.au/academy