PlantGUARD – 30 April 2017 Full Compliance Update

The purpose of this bulletin is to update PlantGUARD suppliers on what actions need to be completed before 30 April 17. Failure to verify plant records, obtain a new Interim Registration Letter and Registration Sticker, will result in the Track Vehicle prohibited from operating on MTM’s Network.

When was PlantGUARD introduced?

MTM commenced introducing PlantGUARD on 9 December 2016 with an interim go live date of 30 March 2017. Due to data verification issues and amendments to the assessment process and restriction code review, MTM has extended full compliance date to 30 April 2017. This will also support those suppliers who are yet to confirm their plant records within PlantGUARD before 30 April 2017.

Track Vehicle Suppliers

1. What does this mean for you?

From 30 April 2017, all Track Vehicles operating on MTM’s Network must:

- Be ‘green flagged’ in PlantGUARD, and
- Have the Registration Sticker on the Track Vehicle and the Interim Registration Letter in the Track Vehicle.

2. What are the key dates to support 30 April 2017?

By 14 April 2017:

- Those remaining suppliers, who are yet to confirm their plant, must log in to their PlantGUARD account and verify the plant in the system is true and correct and then add a photo.
- Contact help@plantguard.tech or Lachie Pennefather via mobile 0429 991020 for support in this area.
- Note. If you haven’t paid your PlantGUARD invoice you will not be able to log in to PlantGUARD.

From 14 April 2017 & before 30 April 2017:

- You need to print the new Interim Registration Letter for each of your vehicles. The Interim Registration Letter will include the new restrictions codes and the expiry will be set at one month from the approval date, allowing sufficient time for the Registration Sticker to be ordered and delivered.
- You need to order a Registration Sticker for each of your vehicles. If suppliers order all stickers the same day, all stickers will be sent via express post the same day.
• After the **Registration Sticker** arrives, the **Interim Registration Letter** must remain with the Track Vehicle as it serves as a ready reference for Restriction Codes and Permitted Configurations.

• As at 1600hrs Friday 14 April 2017, those suppliers with green flagged Track Vehicles registered in PlantGUARD will have their **Registration Stickers** ordered for them. After this date, all suppliers will have to order their **Registration Stickers** manually via PlantGUARD.

• **Notes.** The following screen shots show you how to order/print the previous steps.

3. **How do you download the Interim Registration Letter to print and order the Registration Sticker?**

When you log in, left mouse click on the three dots “…” on the right of the screen to show the menu. Simply click on either item and follow the prompts.

**Site Personnel**

1. **What does the Registration Sticker look like?**

   ![Registration Sticker Image]

   **Note.** All Registration Stickers will be issued in dd/mm/yy format and not the draft image on the letter below.
2. I’m responsible for checking the Track Vehicle’s registration on site, what am I looking for?

Prior to the 30 April 2017 look for either the old Registration Letter or the new Interim Registration Letter. Please refer to the following examples.

After 30 April 2017, you are looking for the Interim Registration Letter and the Registration Sticker. You then check the expiry date of the Track Vehicle and then Restriction Codes and Permitted Configurations; the latter 2 steps can be done via the QR Code or on the Interim Registration Letter.

*Issued prior to 9 Dec 2016*

<table>
<thead>
<tr>
<th>TV Registration No.</th>
<th>VIC 246013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Manufacturer</td>
<td>International – Tadano Elevating Work Platform (RMS 101)</td>
</tr>
<tr>
<td>Vin No.</td>
<td>6F225230101H00572</td>
</tr>
<tr>
<td>Road Registration No</td>
<td>YNQ-498</td>
</tr>
<tr>
<td>Date of Issue</td>
<td>19 November 2016</td>
</tr>
<tr>
<td>Registered Owner / Operator</td>
<td>Rail Maintenance Services</td>
</tr>
<tr>
<td>Fitted with movement limiting against over turning</td>
<td>Yes</td>
</tr>
<tr>
<td><strong>Vehicle is Not Certified To Work Under Live 1500V DC Overhead Wiring</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Restrictions:</strong></td>
<td></td>
</tr>
<tr>
<td>T6, Site-specific risk assessment must be performed where vehicle exceed the network rolling stock outlines;</td>
<td></td>
</tr>
<tr>
<td>T14, Vehicle not permitted to operate on the open running lines on the Victorian Regional Network or adjacent to running lines unless movements are controlled by the Track Force Coordinator;</td>
<td></td>
</tr>
<tr>
<td>M51, Vehicle can inflict the minimum safe approach distances when working under overhead electrical apparatus, therefore it is only to work on track where an electrical access permit has been issued (Overhead wiring is isolated) Travel with all moveable elements in the rest position under live overhead wire is permitted;</td>
<td></td>
</tr>
<tr>
<td>M54, Maximum permitted rail speed 25km/h during transit &amp; 15 km/h within workAreas;</td>
<td></td>
</tr>
<tr>
<td>M63, This unit is not to be operated under live overhead conductors;</td>
<td></td>
</tr>
<tr>
<td>M66, Vehicle is not fitted with Slow limiting control to limit the swing travel of its moveable elements when working in confined areas.</td>
<td></td>
</tr>
<tr>
<td>Registration Renewal Date</td>
<td>19 November 2017</td>
</tr>
</tbody>
</table>

*Issued after 9 Dec 2016*

Company Name:  
Company Address:  
Company Address:  
Date of Issue:  
Date of Expiry:  
**Interim Track Vehicle registration**  
This track vehicle listed below has been approved for use on the V/Line & V/Line Network from the date of issue.  
This interim registration permit must be carried with the track vehicle when in use on either network until the registration label arrives. At which time the registration label must be affixed to the track vehicle and where the QR code can be scanned without the need for the person to leave the ground.  
**Approved Attributes:**  
**Restriction code:** N02  
**Vehicle is not permitted to operate in tunnels.**

3. If my Track Vehicle has been assessed and registered via PlantGUARD, can it be used on the V/Line Network?

Yes. The registration process is recognised by V/Line, however Third Parties must still follow V/Lines site access procedures.

4. What sits behind the QR Code and how do I get access?

Whilst it is not essential to check the QR code during the initial roll-out of PlantGUARD, as suppliers are contractually required to provide compliant Track Vehicles, if you scan the QR Code you will see:

- Expiry date,
- Restriction Codes,
- Permitted Configurations, and
- Any information used during the assessment of the Track Vehicle, this includes all records used during the assessment process.

**Note.** The PlantGUARD APP is available from the Apple and Google App Stores, and your company will need to set you up as a user to log in. For MTM this is via the TVRegistration@metrotrains.com.au email address and the APP will be added to MTM App Store and be available at the end of April 2017.

Please direct registration enquiries to: TVRegistration@metrotrains.com.au  
Please direct PlantGUARD technical enquiries to help@plantguard.tech or contact 1300 829 848