




The 'Operating Procedures' contained in this document titled 'Caulfield Group Operating Procedures' refer to the area bounded by Richmond, Sandringham, Stony Point, Cranbourne & Pakenham.

Approval

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Amendment Record

Approval Date	Version	Description
04/08/2010	1	Initial Issue under MTM withdrawn cml-8.17-ims-04
14/02/2011	2	Changes to reflect MTM Organisational changes – Manager Rail Safety retitled Manager Safeworking & Signalling (13/12/2010)
20/04/2011	3	Procedure 10A added Page 27 – Frankston Platform 2 (Advertised per SWP.002/2011 (18/03/2011)) Procedure 16 clause (f) Page 45 updated to reflect automation of train stabling gates at Cranbourne. (Advertised per SWP.003/2011 (30/03/2011))
01/06/2011	4	Procedure Nos.6 & 7 updated to reflect the transfer of the train control function from 'Control' to 'Metrol' advertised per SWP.004/2011 & SWP.005/2011 (20/05/2011).
26/10/2011	5	Document Number changed from L1-OPS-OPP-004 to conform with new DIN document types.

Approval Date	Version	Description
23/01/2012	6	Procedure No. 12 deleted account Clayton 5P key switches abolished per SW.025/2012 (23/01/2012) Procedure Nos.13 & 14 updated account Springvale - Westall signal upgrade project. SWP.001/2012 (27/01/2012) and SWP.002/2012 (07/02/2012).
13/04/2012	7	Procedure 16 (f) Cranbourne Siding Stabling Compound Gates updated per SWP.008/2012 (02/04/2012). Procedure 20 Brighton Beach Terminating Down Trains updated per SWP.010/2012 (13/04/2012).
24/10/2012	8	General clean up of Procedure and Manager Safeworking & Signalling title change to Manager Rail Standards.
26/08/2013	9	New Procedure 17 Berwick - Station Limits per SWP.011/2013 (24/05/2013) and Changes to reflect MTM Organisational changes – Manager Rail Standards retitled Head of Operational Rail Safety (01/04/2013), Procedure No. 1 titled Caulfield Failure of Signals amended vide SWP.016/2013 (29/11/2013)
29/09/2014	10	The following signalling restrictions are included; Caulfield – Routing Restriction (SW199/2014). Chelsea – Signal Box permanently switched out (SW.253/2003) Dandenong – Tilt Mast (SW.043/2014) Dandenong – Signalling Restriction (SW.233/2014) Mordialloc – Routing Restriction (SW.273/2014) Oakleigh – Signalling Restriction (SW.227/2013)
17/01/2015	11	Procedure No. 4 & 4A are deleted account Bentleigh pedestrian crossing trial infrastructure removed per SW.032/2015.
30/06/2015	12	New Procedure 11A Stony Point Corridor – Level Crossing Axle Counter Reset Procedure
07/01/2016	13	Operating Procedure No. 9 Long Island – amended to include clause (b) WOLO Advice, advertised per SWP.012/2015
16/02/2016	14	New Procedure 12A Oakleigh – Operation of No. 9 Points
04/01/2017	15	Procedure 16B titled Dandenong – Routing Restriction (SW.233/2014) is withdrawn. Advertised vide SW.446/2015.



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19/01/2017	16	New Procedure 10B Frankston – Operating Restriction Siding No. 5. Advertised vide SWP.002/2017.
23/03/2017	17	Procedure 12A Oakleigh – Operation of No. 9 Points is withdrawn.

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1 Caulfield – Moorabbin Failure of Signals

The post telephones at Caulfield and Moorabbin are recorded and the PABX line 9610 5359 / 55359 at Caulfield is recorded.

The signals and points at Moorabbin are remotely controlled from Caulfield signal box.


The following instruction does not include the area controlled by Glenhuntly Signal Box.

Should a signal failure occur, the following procedure must be complied with:

- The Driver must immediately contact the Signaller at Caulfield by calling PABX 9610 5359. If the Driver is unable to make contact on the PABX telephone the post telephone is to be used.
- The Driver must state name, grade, the number of the home signal which is at the 'stop' position, the train number, originating station and destination.
- The Signaller must observe the 'Heartbeat' on the VDU to ensure that the computer based interlocking is operating correctly.
- The Signaller must observe the VDU screen to check that all points in the route are set, locked and detected by ensuring:
 1. The points are not "WHITE" and a flashing red light is not displayed over the affected point lever to indicate they are out of correspondence.
 2. All point levers in the affected route are to be operated to the required position and positive detection is displayed.
 3. If positive detection of the point's position is displayed a "block" must be placed on the points in the required position.
- The Signaller must then complete a Caution Order and transmit the contents to the Driver. The Signaller and Driver must exchange names and the Driver's name endorsed on the Caution Order. It will not be necessary for the Driver to take down details of the Caution Order, however must confirm;
 - The train describer number,
 - The number of the signal concerned.

Caulfield Main Line Points

- Should a failure of points occur at Caulfield and positive detection is not available, the Signaller must ensure the points are secured in the correct position by point clip prior to any facing movement being permitted. All other points in the affected route must be locked in position by the operation of the point unit lever and a "point block" applied. The Signaller may then hand deliver or transmit a Caution Order to the Driver.

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Moorabbin Main Line Points

- If the main line points at Moorabbin have failed and positive detection is not available, the Signaller must switch in the signal control panel and ensure the points are secured by point clip in the correct position prior to any facing movement being permitted. All other points in the affected route must be locked in position by the operation of the point unit lever and a “point block” applied. The Signaller may then hand deliver or transmit a Caution Order to the Driver.
- The points at Moorabbin are of the electro-hydraulic type, as described in Section 27, page 27 – 34 to 27 – 36 of the Book of Rules & Operating Procedures.
- At Moorabbin, the pump handle for the operation of the points is secured with a clasp and 5P padlock to the sleeper adjacent to the point machine. The Competent Employee must ensure the pump handle is locked in position on the sleeper after use.
- If a Signaller is unable to attend the Signal Maintenance Technician or Train Services Officer may manually operate the points under direction from the Signaller, Caulfield. Once the points have been manually operated to the required position, a caution order can be transmitted or hand delivered to the Driver.

Note: A suitably qualified competent employee may be appointed to operate the point machines at Caulfield or Moorabbin and hand deliver the Caution Order to train drivers under the direction of the Signaller Caulfield.


Operation of Track Maintenance and Road-Rail Vehicles

For the movement of all track maintenance and road rail vehicles the Signaller, must ensure the point unit levers are placed in the “N” or “R” position and a point “block” is placed on each set of points in the route prior to clearing the signal.

Failure of Signals at Moorabbin whilst the Local Panel is Switched ‘In’

Should a signal failure occur at Moorabbin whilst the local Signal control Panel is switched ‘In’, (located in relay room at Moorabbin) the Signaller appointed at Moorabbin is responsible for the issue of the Caution Order. The Caution Order must be hand delivered to the Train Driver. The post telephones are not to be used for the transmission of Caution Orders.


SWP.016/2013 (29/11/2013)

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1A. Caulfield - Restrictions on Routing Towards Through Siding

Commencing 17:00 hours on Wednesday 3rd July 2013 and until further notice, Electric Suburban Trains must not be routed into the Through Siding at Caulfield from the down end of the siding.

SW.199/2014

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2 Glenhuntly - Operation of Tramway Square

(a) Description of Equipment

1. '5P' key switches for emergency operation of Nos.9 & 10 Tramway Catch points; Yellow Indicating Lights provided to indicate the system is functioning normally;
2. Normal and Reverse indications for Nos.9 & 10 Tramway Catch points;
3. Power Indicating Lights for Nos.9 & 10 Tramway Catch points;
4. Tramway Catch Power/Manual Switch;
5. Signal Repeaters for Tramway Signals Nos.9 & 10 (on Signal Control Panel);
6. '5P' key Switch for emergency release of traction power
7. Yellow Indicating lights show when the system is functioning normally;
8. Rail/Tram Actuator Switch provided in cabinet. The door is secured by a '5P' padlock. Inside an '11P' key is provided in a Key Switch with the emergency winding handle attached to the key by a short length of chain. The Key switch has two (2) positions; i.e. Normal Position (12 o'clock), Reverse position (2 o'clock);
9. Emergency Tram/Rail overhead Switching Device, provided in cabin adjacent to the Down Main Line.

(b) Method of Operation

Upon the approach of an Up or Down Train, the Signaller must ensure that Nos.9 & 10 Tramway Signals are at the 'Stop' position. The Signaller must then operate No.7 Boom/Overhead Lever to the Normal position, and operate Nos.11 and/or 12 Pedestrian Gate Levers as required.


When the Boom Barriers have been detected in the horizontal position (indicated by a Green Light on No.7 Boom/Overhead lever), the Rail/Tram Indicator will indicate that overhead power is applied for Rail operation.

The Signaller must then operate the appropriate Fixed Signal(s). The Signaller must ensure the indicator is showing that Rail power is applied prior to the operation of the relevant Fixed Signal(s).

When the last vehicle of the Train has cleared the section insulators, the electrical locking will be released on No.7 Boom/Overhead lever, in turn allowing the lever to be placed to the Reverse position.

The reversing of the lever causes the Level Crossing Protection equipment to cease operation, and the overhead power will be switched for Tram operation.

The Signaller must ensure that the indicator is showing that the overhead power is switched for Tram operation, prior to operating the Tramway Signals.

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(c) Emergency Operation of Nos.9 & 10 Tramway Catch Points

The presence of a Tram is detected by Overhead Tramway 'Skates' attached to the contact wire. The trolley pole or pantograph coming into contact with the Skate initiates the detection.

If a Tram is on the approach to either No.9 or 10 Tramway Signal, and the lever is then placed to the Normal position, the Tramway Signal will be restored to the 'Stop' position, and additionally electrical power is removed from the Catch points.

The Signaller must ensure that the Tram has not yet passed the Tramway Signal. If this is the case, the Signaller must then operate the relevant '5P' Key Switch to restore power for the operation of the Catch points.

The Signaller must then place the '5P' Key into the emergency release for either No.9 or No.10 key Switch, turn the key to the Release position, and hold the key in this position for one (1) second. This will cause power to be restored to the Catch points. The Catch points will then run to the Normal (Derail) position.

(d) Operation of Power/Manual Switch for Tramway Catch Point Power

The Power/Manual Switch for Tramway Catch point power is only to be placed to the Manual position when the Catch points do not obey the lever, and the '5P' emergency release has failed to operate.

The Power/Manual Switch is to be operated by the Signaller only in the presence of an authorised Tramway Official. The Tramway Official and Signaller must keep in contact in order for the Catch points to be placed to the required position for traffic movements.

The Tramway Official must remain in attendance at the location until the fault is rectified.

(e) Emergency Operation of the Traction Power

An emergency release is provided for instances where the Tramway Catch points fail to fully operate to the Normal (Derail) position.

If the Tramway Catch points fail to fully operate to the Normal position the availability will not be given to No.7 Lever, and in turn the booms will not operate. Additionally, the Overhead will not be able to be Switched for Rail power.

In this instance, the Signaller must place the '5P' key in the emergency release, and hold in that position for one (1) second.

The operation of the Key Switch gives availability to No.7 lever. No.7 lever is then able to be operated in the usual manner for Boom/Overhead operation.

(f) Use of '11 P' Key and Emergency Winding Handle for Rail/Tram Actuator Switch

An '11P' activating key is provided to manually operate the Traction Power Switch. The '11P' Key is secured in a cabinet in the Signal box, with the door being locked by a '5P' padlock.

The Rail Tram Actuator Switch is located in a cabinet adjacent to the Down Main Line. (The Key Switch has two (2) positions, i.e. Normal position 2 o'clock, Reverse position 12 o'clock.)

To operate the mechanism, the Signaller must remove the '11P' Key from the emergency release key switch, by placing the Switch to the reverse (2 o'clock) position. A small winding handle is attached to the '11P' key.

The winding handle is to be placed in the Actuator Switch; the handle must then be rotated, which causes the switching mechanism to operate to the required position (i.e. Rail or Tram).

The handle must continue to be rotated until the correct traction power indication is shown. A Tram/Rail indicator is provided in the cabinet adjacent to the winding mechanism.

(g) Manual Operation of the Level Crossing Boom Barriers

In the event of the Level Crossing Boom Barriers remaining in the horizontal position when they should be in the raised position (during a loss of railway power supply), the Signaller must:

- (1) Manually operated the Boom Barriers as required.
- (2) Prior to authorising the Tram Driver of a Tram to pass a Tramway Signal at the 'Stop' position, the Signaller must ensure the Overhead is switched for Tram power, the Boom barriers are raised, the Catch points are in the correct position and that all other conditions are safe for the passage of the Tram.

If the Tramway Catch points are set for the derail position, the provisions of Clause'd' of these instructions must be observed. A Tramway Official must be in attendance as indicate in Clause'd'.
- (3) The Signaller must then give Verbal Instructions to the Tram Driver of each Tram to pass the Tramway Signal at the 'Stop' position. If the Boom Barriers fail to operate for the passage of a Train, the Signaller must ensure that Nos.9 & 10 Tramway Signals are at the 'Stop' position, and that overhead power is set for Rail operation.


The Signaller must complete a Signaller's Caution order and hand deliver it to the Train Driver as authority to pass the defective Home Signal.

The Signaller must further advise the Train Driver to proceed cautiously, as the level crossing protection equipment will not commence to operate until the leading wheels of the train have passed the Home Signal.

If the overhead power is unable to be set for Rail operation, the Signaller must instruct the Train Driver to coast over the level crossing.

The provisions of Section 9, Rule 7 of the 1994 Book of Rules must be observed in this instance.

The same course must be followed if the traction power is unable to be set for Tram operation. Each Tram Driver must be instructed to coast over the level crossing with the trolley pole/pantograph lowered.

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3 Glenhuntly - Operation of Boom Barriers


It has been identified that a short track circuit (13.2 metres long) exists on the Centre Line between the Down end of the Level Crossing and the Up end of platform No.2.

The implication of the short track circuit is that if a Down train stops short when arriving into the platform and the wheels of the front and rear bogies are positioned either side of the track circuit, the vehicle will not be detected. This allows the possibility of the boom lever being available to operate whilst a rail vehicle remains foul of the level crossing.


An engineering design is being undertaken to over come this issue.

Signallers are reminded they must ensure all Trains are clear of the tram square prior to operating No.7 Boom/Overhead lever to the reverse position to raise the boom barriers.

SW.204/2009 (04/08/2009)

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4 Spare

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5 Mordialloc – Failure of Home Signal MOR 700 when the Signal Box Is ‘Switched Out’


Should a Train arrive at Signal Post MOR 700 and the Signal at ‘Stop’ position, and there is no sign of a Train in advance of the Signal, the following Procedure must be complied with:

- The Train Driver must immediately attempt to contact the Signaller at Mordialloc.
- If the Train Driver is unable to contact the Signaller at Mordialloc the Train Driver must contact the Train Controller at Metrol
- The Train Controller at Metrol must attempt to contact the Signaller at Mordialloc. If there is no Signaller is on duty at Mordialloc the Train Controller at Metrol must check beyond all doubt that the Signal box is ‘Switched Out’.
- If the Signal box is ‘Switched Out’ the Train Controller at Metrol may then authorise the Train Driver to pass the Home Signal No. MOR 700 at the ‘Stop’ position
- The Train Controller at Metrol and Train Driver must exchange and record names.
- The Train Driver may then pass the Home Signal at the ‘Stop’ position and must comply with the provisions of Section 3, Rule 1 of the 1994 Book of Rules
- The Train Controller at Metrol must inform the Fault Centre of the signal failure.

5A. Mordialloc - Routing Restriction for Down Long Island Trains

Commencing forthwith and until further notice, all Down direction Long Island trains are to be routed via No. 1A road at Mordialloc
 Station Masters are to note and arrange qualified staff to be available for all down Long Island train movements.

SW.273/2014

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5B. Chelsea - Signalbox Permanently Switched Out

Commencing forthwith, the Signal Control Panel at Chelsea will remain permanently "Switched Out".

No. 7 Points were removed vide SW.051/2004.

The instructions relating to the failure of the Illuminated Letter "A" will apply (No Signaller in attendance), in accordance with the provisions of Rule **12B** (Section **2**) of the Book of Rules & Operating Procedures.

SW.253/2003

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6 Frankston to Stony Point ATC Section Failure of Signals

The ATC (Automatic Track Control) section Frankston – Stony Point is worked under Section 16 of the 1994 Book of Rules except as amended below.

- The Signaller Frankston controls the operation of the points and fixed signals at Frankston, Long Island Junction and Stony Point for all rail movements.
- The method of train detection used in the section is axle counters and conventional track circuits.
- The method of display of block lights is by an indication on the Signaller's VDU.
- The Signaller Frankston is considered to be the Train Controller as far the issue of System Caution orders is concerned. The authorisation Form (2382) will not be required.
- The Train Controller at Metrol has a duplicate display of the Frankston – Stony Point control area and oversees train operations on the corridor including axle counter reset procedures.

All messages received and transmitted via the PABX line 56648 (9610 6648) and radio safeworking channel No.1 are recorded.

In the event of a failure of Home Arrival or Home Departure Signals for the ATC section Frankston to Stony Point the following must be observed:

The Train Driver must:

- Contact the Signaller at Frankston and when directed change to the dedicated safeworking radio channel or PABX telephone No. 56648 (9610 6648).
- State name, grade, the number of the Home signal which is at the 'stop' position, the train number, originating station and destination.

The Signaller must:

- Check the 'Heartbeat' on the VDU to ensure that the screen display is not frozen.
If the heartbeat is not operating correctly the Signaller must operate the ALT & E keys, and then double click the icon to redraw the screens.
The Signaller must ensure that the 'Heartbeat' is functioning after redrawing the screens.
- Check if the block light indication is displayed.
- Confirm whether the last train signalled past the defective signal has cleared the relevant single line sections
- Confirm whether the opposing Home Departure Signal will assume the proceed position, and
- Confirm that permission has not been granted for a Train, Track Machine or Road/Rail Vehicles to be placed on track ahead of the affected signal.

- Inform the Train Controller at Metrol of the details of the signal failure.

If positive detection is available on the points ahead of the defective signal, the Signaller must place a 'Block' on the points in the required position. The 'Block' must not be removed until the train has cleared the track section.

The Train Controller at Metrol must:

- When advised by the Signaller at Frankston that a signal failure has occurred, observe the duplicate VDU screen provided.
- Ensure the last train has arrived complete.
- Ensure that permission has not been given for a Train, Track Machine or Road/Rail Vehicles to be placed on the line ahead of the defective signal.
- Ensure the Signaller has sleeved the affected signal and any opposing Home Departure signals.
- Give verbal permission to the Signaller for the issue of a caution order.
- Where the Home Departure signal at the opposite end of the single line is operational, authorise the Signaller Frankston to operate the signal in the normal manner, when the section is clear.

The Signaller must then:

- Obtain the verbal authority from the Train Controller at Metrol for the issue of a caution order.
- In the case of a defective Home Departure Signal or Dwarf signal that controls the entrance to the single line section, place a 'Block' on the opposing Home Departure Signal to prevent it being operated.

For Up Trains departing Stony Point from Signal Post No. STY 94, the opposing Home Departure Signals to be blocked / sleeved are FKN 34 and LJC 90.

For Up Trains departing Long Island Junction from Signal Post No. LJC 96, the opposing Home Departure Signals to be blocked / sleeved is FKN 34.

For Up Trains departing Long Island Junction Signal Post No. LJC 98, the opposing Home Departure Signal to be sleeved is FKN 34

For Down Trains departing Frankston the opposing Departure signals to be blocked are LJC 96, LJC 98 & STY 94.

For Down Trains departing Long Island Junction from Signal Post No. LJC 90, the opposing Home Departure Signal to be blocked is STY 94

- In the case of a defective Home Arrival, place a 'Block' on the opposing signal (where provided) to prevent it being operated.
- Place a 'Block' on the affected signal.
- Complete an ATC System Caution Order, Form 2367 (in the case of a Home Departure Signal or a Dwarf Signal that controls the entrance to the single line).
- Complete a Signaller's Caution Order, Form 2377 (in the case of a Home Arrival Signal).

The Signaller must transmit the contents of the caution order to the Driver. It will not be necessary for the Train Driver to take down the details.

If the Home Departure Signal is operational at the opposite end of the single line section, it must be operated in the usual manner when authorised by the Train Controller at Metrol.

The Signaller must remove the 'Block' from the signal and reapply it as soon as the train has passed the signal.

The Train Driver must repeat back:

- The train describer number, and
- The number of the signal concerned.

Positive Detection not Available on Points

If positive detection is not available on the points ahead of the defective signal, the Signaller must arrange with the Train Driver to place the Dual Control Point Machine into the 'Hand' operating position and then to the required lay. The Train Driver must advise the Signaller when the points have been manually operated to the required position. The points are to be left in the 'Hand' position after the train has departed.

NOTE: After No.91 points have been manually operated by the Train Driver of trains arriving or departing from Long Island, the points must be restored to the 'Normal' position to enforce rollout protection.

Points Situated away from Defective Signal

At Long Island Junction No.91 points are situated approximately 775 metres in advance of Signal Post No. LJC 96. If positive detection of the points is not available, the points can be placed into the 'Hand' operating position after the Caution Order has been issued. The Signaller must endorse the caution order accordingly.

Prior to passing over the points, the Train Driver must stop the train and place the dual control points into the 'Hand' operating position and then to the required position. The points are to be left in the 'Hand' operating position after the train has departed.

If the Train Driver considers that difficulty may be maintained in regulating the control of the train on approaching the points, arrangements must be made for the points to be placed into the required position prior to passing the protecting Signal.

Note: The above clause applies to Signal Post No. LJC 96 only.


Follow-on Train Movements

In the event of a defective signal or where the block indicators have failed a follow-on movement may only be permitted as described below:

For Down Trains from Frankston a follow-on movement is not permitted until the previous Down train has arrived complete in clear at Long Island Junction (Points No.91 must be 'Normal') or has passed Signal Post No. LJC 96.

For Down trains from Long Island Junction a follow on movement is not permitted until the previous train has arrived in clear of Home Signal STY 94

For Up Trains departing either Long Island Junction or Stony Point, a follow-on movement is not permitted until the previous train has arrived complete at Frankston.

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(Form **2377** – Signaller’s Caution Order; Form **2367** – A.T.C. System Caution Order).

NUMBER OF SIGNAL	CAUTION ORDER REQUIRED -FORM NUMBER
FRANKSTON	
FKN 34	2367
3	Verbal Permission
LONG ISLAND JUNCTION	
LJC 90	2367 For movement towards Stony Point
	2377 For movements to Long Island
LJC 96	2367
LJC 98	2367
STONY POINT	
STY 92	2377
STY 94	2367

Heartbeat



The screen ‘Heartbeat’ display is of two (2) hearts coloured ‘Yellow’ and ‘Red’.

The display switches between the ‘Yellow’ and ‘Red’ hearts approximately every eight (8) seconds, causing the ‘Yellow’ and then the ‘Red’ hearts to alternately be illuminated.

If the hearts are illuminated alternately then the Signaller may consider that the VDU display is an accurate representation of what is occurring at that interlocking.

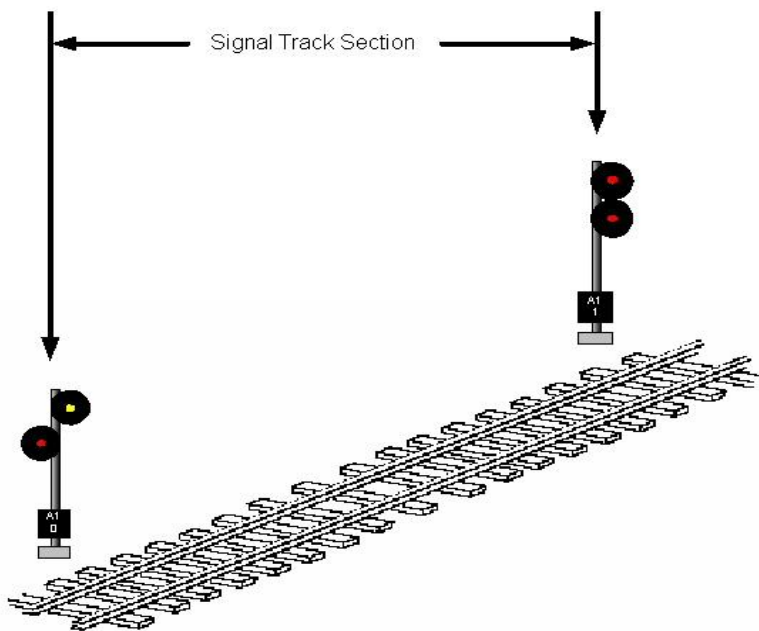
7 Frankston - Stony Point Axle Counter System & Reset Procedures

1.0 AXLE COUNTER DETECTION SYSTEM

Four (4) axle counter units (three (3) axle counter sections) are provided between Frankston and Stony Point. The signal track section is composed of one entry and one exit axle counter with some conventional track circuits provided.

1.1 SIGNAL TRACK SECTION

A Signal Track Section is the distance between two (2) fixed signals normally controlled by track circuits or axle counters. When a train enters a signal track section, the fixed signal controlling the entrance to the signal track section is secured at the stop position while the track circuits are occupied or until the axle counters have counted out the same number of axles leaving the 'Signal Track Section' as entered the 'Signal Track Section'.




Typical signal track section

1.2 SIGNAL CONTROL SYSTEM FAILURE

The Signal Control System is defined as the method of operating any points, signals or other devices in a route including the track indication monitors.

A failure of the Signal Control System is defined as a failure of the control of the operation of any points, signals or other devices in a route including the track indication monitors at Frankston.

If the Train Controller at Metrol VDU monitors are faulty, the Train Controller at Metrol must verify with the Signaller at Frankston and confirm the Signaller's control system VDU monitors are operating correctly prior to an axle counter reset being authorised.

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No axle counter reset or release of any track circuit is permitted during a failure of the Signal Control System at Frankston unless specially authorised by the Operations Safety Manager.

1.3 AXLE COUNTERS ARE IN USE ON THE STONY POINT LINE

There are three (3) axle counter sections and they consist of;

Axle counter section 'A' - between Signal Post 34 at Frankston and Signal Post LJC 90 at Long Island Junction (Labelled on Westcad VDU as AXC A)

Axle counter section 'B' - between Signal Post LJC 96 at Long Island Junction and Signal Post No. STY 94 at Stony Point (Labelled on Westcad VDU as AXC B)

Axle counter section 'C' – between Signal Post No. STY 94 at Stony Point into the platform track (Labelled on Westcad VDU as AXC C)

1.4 OPERATION OF AXLE COUNTERS FOR A TRAIN OR OTHER VEHICLE TRAVELLING THROUGH THE TRACK SECTION

When a train or any other vehicle including Road/Rail Vehicles and Track Machines with steel wheel flanges passes over an axle counter the number of flanges is counted. When the first axle is counted into an axle counter section, the fixed signal controlling the entrance to the signal track section is restored and maintained at the 'Stop' position until the identical number of wheel flanges is counted out of the axle counter section that is holding the fixed signal at stop.

The number of wheel flanges counted as entering the axle counter section must be identical to the number of wheel flanges counted as leaving the axle counter section for the section to be detected as clear.

Should a vehicle pass over an axle counter then set back, the axle counter will reverse the count preventing an uneven count at the exit to the axle counter section and occupation of the signal track section.


1.5 AXLE COUNTER SECTION RESET PROCEDURES (FOLLOWING FAILURE OF AXLE COUNTERS)

The authorisation of the Train Controller at Metrol must first be obtained before an axle counter section reset is attempted.

When a track is indicated as being occupied and the Signaller is satisfied no train or other vehicle is occupying the track, the permission of the Train Controller at Metrol must be obtained prior to requesting that the Signal Maintenance Technician attend the fault.

When the Signal Maintenance Technician has corrected the fault and it is necessary to operate the 'V7P' axle counter reset key switch (track side), the following Procedure will apply:

- The Signal Maintenance Technician must contact the Signaller Frankston and request permission to reset the axle counter section.

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- The Signaller Frankston must communicate with the Train Controller at Metrol and arrive at an understanding as to the axle counter section to be reset.

No reset may be authorised while any Train, Track Machine or Road/Rail Vehicle is occupying the single line section.

(a) Train Controller at Metrol to ascertain details of section before reset (following failure of Axle Counters)

The Train Controller at Metrol must prior to authorising the axle counter reset ascertain that:

- 1) The last Train, Track Machine or Road/Rail Vehicle signalled over the single line section is clear and the section to be reset is unoccupied.
- 2) The 'Home' or 'Dwarf' signal controlling the entrance to the single line section and the applicable sleeve or block is applied to prevent the signal being placed to the proceed position.

(b) Train Controller at Metrol to confirm axle counter track to be reset

The Train Controller at Metrol must confirm the axle counter section required to be reset by visual observation of the track indication monitors prior to issuing the Axle Counter Reset Form and prior to permitting the resumption of normal traffic operations.

Should the Train Controller at Metrol be unable to observe track indications, the Train Controller must contact the Signal Maintenance Technician and confirm the section required to be released prior to issuing the Axle Counter Reset Form and prior to permitting the resumption of normal traffic operations.

The Train Controller at Metrol may then authorise the resetting of the axle counter section by completing the Axle Counter Reset Form. If more than one axle counter section is to be reset a fresh application must be made for each axle counter section.

An example of the Axle Counter Section Reset Form is shown at the end of this procedure.

Note: The Signaller must not permit the resetting of an axle counter when the Signal Control Systems have failed. The Train Controller at Metrol must not issue the Axle Counter Reset Form when a failure of the Signal Control Systems exists.


(c) Signal Maintenance Technician Resetting Axle Counter

After the Train Controller at Metrol has authorised the resetting of the axle counter section the Signaller and the Signal Maintenance Technician may then release the axle counter section in accordance with the procedures provided in the Signaller's manual.

When the section is reset the Signaller and Train Controller at Metrol must confirm from visual observation on the track indication monitors that the correct axle counter section has been reset.

The Train Controller at Metrol may, when satisfied that the correct axle counter section has been reset, authorise the resumption of normal traffic.

Should it be necessary to operate rail traffic prior to all applicable axle counter sections being reset, the traffic must be operated under the Rules for failure of the signalling system as described in Section 16 of the 1994 Book of Rules.

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1.6 OPERATION OF AXLE COUNTERS FOR TRACK MACHINES ROAD/RAIL VEHICLES AND OTHER NON TRACK CIRCUITED VEHICLES

Where Axle Counters are in use Track Machines, Road / Rail Vehicles and other non track circuited vehicles must operate under 'Absolute Block' conditions unless otherwise authorised.

When Track Machines, Road/Rail Vehicles and other non track circuited vehicles enter the single line section the number of wheel flanges will normally be counted into and out of the axle counter section.

Should any vehicle off track after passing an axle counter without being counted out of the axle counter section the axle counter section must be reset.

(a) Reset Procedures for Non Track Circuited Vehicles

Prior to or immediately after any Track Machine, Road/Rail or other non track circuited vehicle entering the section, the Signaller must apply a 'Place Road-Rail Vehicle in Section' block on the control equipment to enable an axle counter section reset if necessary.

Should the Signaller not apply a 'Place Road-Rail Vehicle in Section' the axle counter section cannot be reset without the Signal Maintenance Technician operating the 'V7P' key switch trackside.

When a Track Machine, Road/Rail or any other non track circuited vehicle is to proceed over a single line section where axle counters are in use and off track prior to passing clear of the section the following Procedure will apply when the section remains shown as occupied after the vehicles have off tracked.

The Signaller must verbally advise the Train Controller at Metrol that the non track circuited vehicle has 'off tracked' or cleared the affected section and request permission to reset the axle counter.

The Train Controller at Metrol prior to verbally authorising the reset must ascertain that:

- 1) The Track Machine or Road/Rail Vehicle signalled over the single line section is clear of the affected section and the section to be reset is unoccupied.
- 2) The 'Home' or 'Dwarf' signal controlling the entrance to the section is at the 'Stop' position and the applicable sleeve or block is applied to prevent the signal being placed to the proceed position.

If the Train Controller at Metrol is satisfied that the last Track Machine or Road/Rail Vehicle signalled over the single line section is clear and the single line section to be reset is unoccupied, the Train Controller at Metrol can then verbally authorised the Signaller Frankston to reset the axle counter section.

After the Train Controller at Metrol has authorised the resetting of an axle counter section the Signaller may then reset the axle counter section in accordance with the procedure provided in the Signaller's manual by the use of 'Remove Road-Rail Vehicle in Section' block.

When the axle counter section is reset the Signaller must confirm from visual observation of the track monitors that the correct axle counter section has reset.

The Signaller must then inform the Train Controller at Metrol. The Train Controller at Metrol may when satisfied by visual observation that the correct axle counter section has been reset, authorise the resumption of normal traffic.

If the Train Controller at Metrol is unable to visually observe the axle counter reset process due to faulty VDU monitors, the axle counter section reset must not be authorised until the Signaller Frankston has confirmed that their control system and VDU monitors are operating correctly, including confirmation of the affected axle counter section to be reset.

Note 1: The Signaller must not permit the resetting of an axle counter section when the Signal Control Systems have failed. The Train Controller at Metrol must not authorise a reset when a failure of the Signal Control Systems exists.

Note 2: Should the Signaller not apply a 'Place Road-Rail Vehicle in Section' block to the axle counter section and the attendance of the Signal Maintenance Technician is required to operate the 'V7P' key switch trackside, then the reset procedure per section 1.5 is to apply. The axle counter reset form is to be endorsed in section 1 next to 'a track fault' the cause i.e. 'Place Road-Rail Vehicle in Section' block not applied.

1.7 Infrastructure Works

Prior to any Infrastructure works in sections with axle counters the Person in Charge of the works must confer with the Signal Maintenance Technician and arrive at an understanding as to the effect on the axle counter system.

1.8 Absolute Occupation

No axle counter section reset is permitted during an Absolute Occupation.

The cancellation of the Absolute Occupation indicates to the Signaller and Train Controller at Metrol that the Person in Charge of the works has confirmed that the single line section is clear of trains and other rail vehicles.


An axle counter section reset is permitted only when the Signal Maintenance Technician and Signaller have conferred and ascertained that the Absolute Occupation for the area concerned has been cancelled.

1.9 Track Booked Out Of Service

Axle counter reset is not permitted during the period when the track is booked out of service without the permission of the Operations Safety Manager.

When a portion of track is returned to service and an axle counter section reset is required no train or other rail vehicle is permitted to enter the line until the person in charge has travelled over the portion of line and ascertained that no vehicles occupy the track.

In this instance the person in charge must inform the Signaller and Train Controller at Metrol of the circumstances.

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1.10 Infrastructure Work On-Track

No axle counter section reset is permitted during the period that infrastructure work is being conducted on-track until the person in charge has travelled over the portion of line and ascertained that no vehicles occupy the track.

1.11 Axle Counter Territory Track Clear Form

Prior to an axle counter section reset on a portion of line previously booked out or under standard track protection, the Axle Counter Territory Track Clear Form must be completed.

The form must be transmitted to the Train Controller at Metrol prior to the issue of the Axle Counter Section Reset Form. On receiving this form the Train Controller at Metrol may assume the line is clear of rail vehicles. The Train Controller at Metrol may then complete the Axle Counter Reset Form.

An example of the Axle Counter Territory Track Clear Form is shown at the end of this procedure.



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FRANKSTON – LONG ISLAND JUNCTION – STONY POINT AXLE COUNTER SECTION RESET FORM

Frankston Signal Box Date:..... Time:.....

Controlling Signaller completes the details below and transmits to Train Controller:

1 To the Train Controller.

Permission is requested to reset the axle counter section No.

In the to Section due to a track fault.

The single line section is clear of all rail traffic. I have applied blocks / sleeves to Signal Nos:..... controlling the entrance to axle counter section.....

Signaller..... Time.....

Repeated Back O.K by Train Controller at.....Hours

Train Controller completes the details below and transmits to Controlling Signaller:

2 To the Signaller Frankston Signalbox.

I have confirmed that the last train / track vehicle signalled through the section was No:..... which cleared the section complete at..... hours.

I authorise axle counter section No.....to be reset. The blocks / sleeves applied to Signal Nos:.....are to remain applied until I again authorise their operation.

Train Controller..... Time.....

Repeated Back O.K by Signaller atHours

Signaller completes the details below and transmits to Train Controller:

3 To the Train Controller.

Axle counter section No. has been reset at.....hours.

Time.....

Repeated Back O.K by Train Controller at.....Hours

Train Controller completes the details below and transmits to Controlling Signaller

4 To the Signaller.

Permission is granted to release the blocks / sleeves applied. Normal working may be resumed.

Time.....

Repeated Back O.K by Signaller at.....Hours



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AXLE COUNTER TERRITORY TRACK CLEAR FORM

Purpose of form

This form must be completed when any track booked out of service or under full track protection is returned to service and an axle counter reset is required on return of the track to normal operation.

This form must be completed prior to the AXLE COUNTER RESET FORM being issued by the Train Controller

IDENTIFYING THE TRACK RETURNED TO NORMAL SERVICE

Track maintainer provides information to the signaller of the track out of service

Date...../...../..... Time..... To Signaller.....

The portion of track between Km..... and Kmon the Frankston to Stony Point line.
That was booked out of service under track protection is now clear of all rail vehicles

Track Maintainer.....Company.....

SIGNALLER REPEATS BACK DETAILS OF FORM TO TRACK MAINTAINER

Signaller repeats back form correctly and confirms details with Track Maintainer

Repeated back correctly

Date...../...../..... Time..... Signaller

Track Maintainer.....Company.....

SIGNALLER DICTATES FORM TO TRAIN CONTROLLER WHO REPEATS BACK CORRECTLY

Train Controller repeats back form correctly and confirms details with Signaller

Repeated back correctly

Date...../...../..... Time.....

Signaller.....

Train Controller.....

This Form must be attached to the AXLE COUNTER RESET FORM

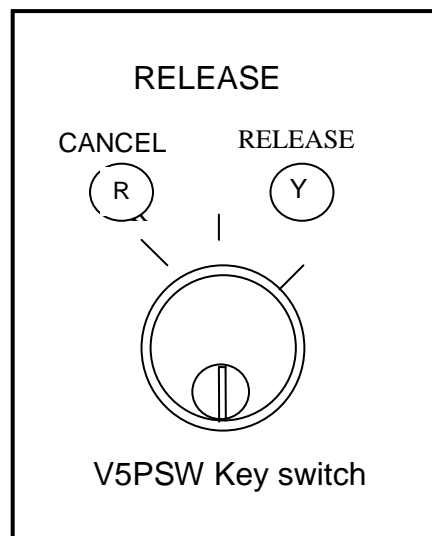
8 Stony Point - Release of Up End Points 'C'

1. GENERAL

The Up end points (points 'C') at Stony Point are locked by an electric lock which is released from a 'V5PSW' key switch located at the points. The normal position of the points is normal and locked for Mainline running. The points cannot be released if either Signal Nos. STY 92 or STY 94 are at proceed.

2. DESCRIPTION OF 'V5PSW' KEY SWITCH BOX

The key switch box arrangement is shown below:



The Release 'V5PSW' key switch is used to release the electric lock on points 'C'. The release may be manually cancelled by turning the key to the left

The release displays the following indications:

- Steady 'Red' indication – points locked normal
- Flashing 'Red' indication – point release cancelled by Train Driver.
- Flashing 'Yellow' indication - release given by the Signaller Frankston
- Steady 'Yellow' indication – Train Driver has activated key switch and point available to be manually operated.

3. TRAIN ENTERING OR DEPARTING SIDING

The train must be stopped at but not foul of the operating parts of the points
Signals Nos. STY 92 and STY 94 must be at stop.

The Train Driver must:

- Contact the Signaller and advise that a release for the points is required.


- When the 'Yellow' indication commences to flash, insert the 'V5PSW' key into the key switch and take the release by turning the key to the right and observing the release light (Yellow) is steady.
- The points will now be unlocked and may be operated as required.
- Remove the 'V5PSW' key from the release key switch by turning it to centre and removing the key.
- Place the points back to normal after the movement.
- Insert 'V5PSW' key and turn to the left to cancel the release, the 'Red' indication will flash until the Signaller cancels the release (steady Red).

The Frankston Signaller must:

- Ensure that STY 92 and STY 94 are at stop when a release is required.
- Offers the release by selecting release from the drop down menu or via keyboard command – the 'Yellow' diamond on the Signaller's VDU will commence to flash and once the Train Driver has accepted the release by operating the key switch the diamond will go steady 'Yellow'.
- On completion of the train movements the Train Driver will cancel the release, causing the diamond displayed on the Signaller's VDU to flash 'Red'.
- The Signaller cancels the release via drop down menu or keyboard command causing the flashing 'Red' diamond to go steady 'Blue'.

In the event the Signaller Frankston is unable regain the release of 'C' points due to failure of the electric lock, a point clip is provided in a special cabinet secured by a 'V5PSW' key. The Train Driver under the direction from the Signaller is to secure 'C' point in the normal position prior to any facing train movement.

A Caution Order will require to be issued for Signal Nos. STY 92 or STY 94 during a failure to regain the point release.

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9 Long Island

(a) Derail Block


The derail provided on the lead from Lysaght siding to the Coil siding must be locked 'on' by the Train Driver before the train is examined

The derail must be locked 'off' by the Train Examiner or Train Driver if no Train Examiner is in attendance, just before the train departs.

(b) Long Island – Advice of WOLO Conditions

During the period that a WOLO speed restriction is in force, and the WOLO speed restriction board is not displayed at the Down side of Signal LIJ98, the Signaller at Frankston must advise the Train Driver of all up trains departing from Long island siding of the WOLO speed restriction prior to signalling the train movement.

If the Train Driver is unable to be contacted, the Signaller must advise the Train Controller of the circumstances.

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10 Frankston – Line Clear

(a) Line Clear for Up Trains

An Up train must not be permitted to be signalled past Signal Post No.3 at Frankston, unless a clear line exists in Nos.2 or 3 Roads as far as Signal Post Nos.9 and 10 respectively and the points are set for the clear road.


After an Up train has passed Signal Post No.3 no obstruction of the line is permitted for which the Signaller had set the points must be allowed until:

- (1) the train is stopped in the station yard, or
- (2) the train is at a stop at Up Home signal Post No.19.

Up Rail Motor Trains and light locomotives may be permitted to pass Signal Post No.3 provided the line is clear to Signal Post No.19.

(b) Up Distant Signal

Where a proceed signal is exhibited on the Distant Signal, it indicates that the signalling is at proceed to enter the station and that the line is only clear to Signal Post No.9 (No. 2 Road) or Signal Post No.10 (No.3 Road).

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10A Frankston

(a) Platform No. 2 – Arrival of Second Train

Provision has been provided to allow a 6 carriage suburban electric train and a two (2) carriage Sprinter diesel multiple unit to stand in No.2 platform track at the same time.

Prior to a second train arriving into No.2 platform track, the Signaller must ensure that the first train has stopped at the designated stop mark on the platform.


The arrival of the second train will be in accordance with Section 2, Rule 18, clause (k) of the 1994 Book of Rules.

The Signaller must not signal for a train movement to depart No.2 Platform track when a 'Low Speed' movement is being signalled into the platform.

(b) Platform No. 2 - Train Movement to Proceed Passed Designated Stop Mark

In the event of a suburban electric train or Sprinter diesel multiple unit requiring to proceed to the far end of the platform beyond the designated stop mark, the Train Driver must first obtain the permission of the Signaller prior to moving.

SWP.002/2011 (18/03/2011)

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10B Frankston - Operating Restriction Siding No. 5

Due to insufficient clearance, trains or other rail vehicles must not be driven into Frankston Siding No.5 whilst a train is undergoing a safety preparation or maintenance in Siding Nos. 4 or 6.

When a Driver is to dock a train from Siding 4 or 6, they must contact the Signaller prior to attending the train or commencing the train preparation.


Where possible, trains in Sidings 4 and 6 must be removed from the sidings before any movement in Siding 5 is undertaken.

The Driver of a train or other rail vehicle to be driven into Siding 5 whilst Siding 4 or 6 is occupied by another train must conduct the following prior to the movement:

- Confer with the Signaller to confirm that no staff will attend a train in Siding 4 or 6 until the Siding 5 movement is complete.
- Visually ensure no employees are attending a train in Siding 4 or 6

During a train or other rail vehicle movement in Siding 5 all employees must:

- Stand well clear.
- Under no circumstances occupy the space between a train in Siding 4 or 6 and Siding 5.

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11 Stony Point Line – Level Crossing Predictor Boards

a. 50 km/h Level Crossing Predictor Boards

Certain Level Crossings on the Stony Point line are fitted with 50 km/h predictor boards which are located 400 metres from the Level Crossing on each side. At these Level Crossings Train Drivers of trains travelling at more than 50 km/h at the predictor board may continue to increase the speed of the train.

On reaching the predictor board the speed of a train travelling less than 50 km/h must not be increased until the train has entered the Level Crossing.

b. Trains stopping on approach to a Level Crossing:


If a train stops between the Level Crossing predictor board and the Level Crossing the train may proceed towards the Level Crossing as required. The train must not enter the Crossing area until all the Level Crossing protection is operating and it is safe to do so.

Should a train stop on the approach to the Level Crossing and the Level Crossing warning equipment has commenced operation it will continue to operate for sixteen (16) seconds and then stop.

The Level Crossing warning equipment will again commence operation once the train proceeds towards the Level Crossing.

Should the train remain stationary on the approach to the Level Crossing the Level Crossing equipment will reinitiated after ten (10) minutes and will continue to operate until the train has cleared the approach track.

Should a train occupy the island track circuit; the Level Crossing will operate continuously.

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11A Stony Point Corridor – Level Crossing Axle Counter Reset Procedure

The activation of the level crossing protection equipment at selected level crossings on the Stony Point Corridor is via the use of axle counter units. These axle counters are for level crossing activation only and are not interlocked with the fixed signals.

In the event of the level crossing boom barriers remaining in the lowered position due to a fault event or following track maintenance activities the level crossing axle counter concerned can be reset by the Signal Maintenance Technician (SMT).

Prior to a level crossing axle counter reset being activated by the SMT the following must apply:-

- The Signal Maintenance Technician must confirm with the Signaller at Frankston the location of rail traffic movements.
- The Signaller must ensure all fixed signals protecting the section in which the level crossing is located are at the stop position with blocking facilities applied. No rail traffic movements are to be signalled into the section when a reset is to be performed.
- If rail traffic is operating within the section in which the level crossing is located, a reset must not be undertaken until the SMT has confirmed the approaching rail traffic has cleared the level crossing.
- Once the above has been confirmed between the SMT and the Signaller Frankston the SMT can reset the applicable level crossing axle counter.
- The Signaller must record across the figure line of the train register book the details of the level crossing reset including the result of the re-set, successful or unsuccessful and advise the Train Controller accordingly.

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12 Oakleigh - Signalling Restriction

Commencing forthwith, due to a defective cable the route from Dwarf signal No. 38 ("C" siding) towards Home signal No. 12 (Platform No. 3) is not available.

Route setting button No. 12 for Dwarf signal No. 38 must be sleeved in the normal position.

This instruction will remain in force until the fault has been rectified.

SW.227/2013

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13 Springvale – Westall Failure of Signals

The Signals and Points at Westall and Springvale are remotely controlled from Dandenong Signal box.

The PABX telephone at Dandenong (Westall Panel) is recorded including the post telephones at Westall and Springvale. A dedicated safeworking telephone line 9619 8945 / 18945 is provided for contact with the Signaller controlling the signalling at Westall and Springvale.


Should a signal failure occur, the following Procedure must be complied with:

- The Train Driver must immediately contact the Signaller at Dandenong (Westall Panel) by calling PABX 9619 8945. If the Driver is unable to make contact on the PABX telephone 9619 8945 then the post telephone is to be used.
- The Train Driver must state name, grade, the number of the home signal which is at the 'stop' position, the train number, originating station and destination.
- The Signaller must observe the alarm indication to ensure that the computer based interlocking is operating correctly.
- The Signaller must observe the VDU screen to check that all points in the route are set, locked and detected by ensuring:
 1. The points are not indicated 'WHITE' and a flashing Red light is not displayed over the affected point lever to indicate they are out of correspondence.
 2. All point levers in the affected route are to be operated to the required position and positive detection is displayed.
 3. If positive detection of the point's position is displayed a 'block' must be placed on the points in the required position.
- The Signaller must then complete a Signaller's Caution Order and transmit the contents to the Train Driver. The Signaller and Train Driver must exchange names and the Train Driver's name endorsed on the Caution Order. It will not be necessary for the Train Driver to take down details of the Caution Order, however must confirm:
 - The train describer number,
 - The number of the signal concerned.

Positive Detection Unavailable on Points

If positive detection is not available on the points ahead of the defective signal, the Signaller must arrange for the dual control points to be placed into the 'Hand' operating position and then to the normal or reverse position as required.

In addition, if the points are in the correct position the hand throw lever must be fully operated to the opposite position and back to the position the points are required to be in. The operation of the hand throw lever away from the position of the points, and then back, should ensure that the locking within the point machine is engaged. If the hand throw lever does not go fully onto the stops, the points must be secured as per the 1994 Book of Rules.

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Note: Points machines within the Westall Sidings are either electro-hydraulic or M3 type.

The Signal Maintenance Technician or Competent employee may manually operate the points under direction from the Signaller. Once the points have been manually operated to the required position, a caution order can be transmitted / hand delivered to the Train Driver.

Note: A suitably qualified competent employee may be appointed to operate the dual control point machine and hand deliver the Caution Order to Train Drivers under the direction of the Signaller Dandenong.

Auto-Normalising Points


Points Nos. 631, 639, 641, 643, 645, 648, 653, 659, 663, 667 and 676 have an 'Auto – Normalising' feature and will self restore to the Normal position, approximately ten (10) seconds after the train movement is clear of the track circuit.

In the event that the Signaller requires the points to be held in the reverse position, the points must be locked in the reverse position by the operation of the point unit lever or drop down menu. A point block must also be applied.

Operation of Track Machines and Road/Rail Vehicles

For the movement of all Track Machine and Road/Rail Vehicles the Signaller, must ensure the point unit levers are placed in the 'N' or 'R' position and a point 'block' is placed on each set of points in the route prior to clearing the signal.

SWP.001/2012

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14 Westall Train Maintenance Facility

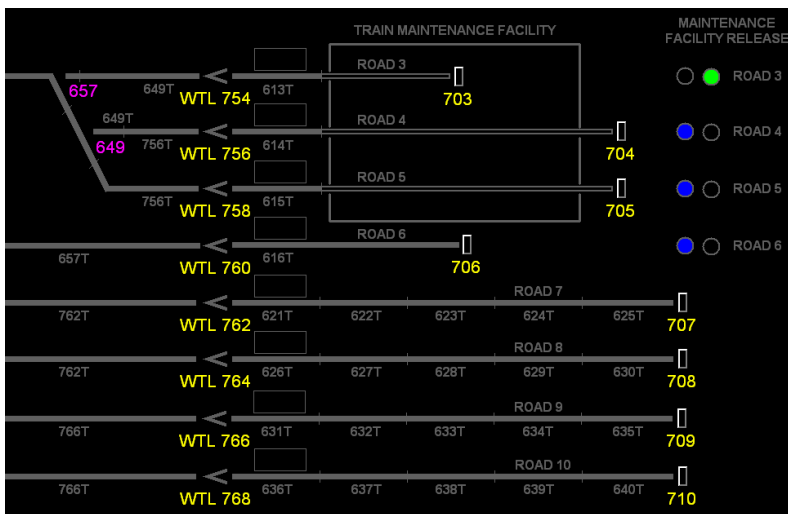
(a) Maintenance Facility Sidings (Tracks 3 to 6)


Train Maintenance sidings Nos.3 to 6 are under the control of the Fleet Maintenance Production Coordinator at Westall who will arrange for train movements to or from the respective siding in conjunction the Fleet Controller, Signaller and the Workshops Train Driver.

Train movements into the Train Maintenance Facility sidings Nos.3 to 6 can only be made when a release is activated by the Fleet Maintenance Production Coordinator. The key switches are located at the exit of each maintenance track (Nos.3-6). The Production Coordinator has a 'Special Key' to activate the release for remote operation. A light will be illuminated at the key switch when the release is given.



A 'Green' release symbol will be displayed on the Signaller's control panel adjacent the respective maintenance siding.



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The Signaller can then set the route for the train to enter the respective siding / shed road.

Trains entering the maintenance shed must wait until shed doors are fully opened and Green light is displayed above the shed door.


(b) Train Movements Departing Maintenance Shed

When a train movement is ready to depart the maintenance sidings, the Workshops Train Driver will advise the Signaller, the track for which the train movement will depart and the train's destination.


(c) Failure of a Dwarf Signal Controlling the Entrance / Exit to the Maintenance Depot Sidings Nos. 3 - 6

When any Signal controlling the entrance or exit to the Train Maintenance Facility sidings fails at the stop position the Signaller before authorising the Train Driver to pass the respective Signal, must have a clear understanding with the Fleet Maintenance Production Coordinator of the movement to take place.

SWP.002/2012 (07/02/2012)

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15 Spare

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16 Dandenong – Lynbrook Loop – Cranbourne Failure of Fixed Signals

The PABX telephones at Dandenong are recorded. A dedicated safeworking telephone line 9619 8930 / 18930 is provided for Train Drivers to communicate with the Signaller. If the number is engaged, communication can also be made on Telephone No. 9619 8950 / 18950. **Note:** Signal Post Telephones are provided at Cranbourne and are recorded.

Train Drivers of V/Line / Freight trains will require to be ‘patched’ through by Control via the Train to Base Radio.

The Signals and Points at Lyndbrook Loop and Cranbourne are remotely controlled from Dandenong signal box.

(a) Should a signal failure occur, the following Procedure must be complied with:

- The Train Driver must immediately contact the Signaller at Dandenong by calling PABX 9619 8930. If the Train Driver is unable to make contact on the PABX telephone 9619 8930 then telephone No. 9619 8950 is to be used.
- The Train Driver must state name, grade, the number of the Home signal which is at the ‘stop’ position, the train number, originating station and destination.
- **The Signaller must observe the alarm indication to ensure that the computer based interlocking is operating correctly.**
- The Signaller must observe the VDU screen to check that all points in the route are set, locked and detected by ensuring:

The points are not indicated ‘WHITE’ and a flashing Red light is not displayed over the affected point lever to indicate they are out of correspondence.

All point levers in the affected route are to be operated to the required position and positive detection is displayed.

If positive detection of the point’s position is displayed a ‘block’ must be placed on the points in the required position.

- The Signaller must then complete the appropriate Caution Order and transmit the contents to the Train Driver. The Signaller and Train Driver must exchange names and the Train Driver’s name endorsed on the Caution Order. It will not be necessary for the Train Driver to take down details of the Caution Order, however must confirm:
 - The train describer number,
 - The number of the signal concerned,

DANDENONG

Signal Post No.	Caution Order Required
DNG 702	2377
DNG 704	2377
DNG 705	2377
DNG 706	2377
DNG 711	2377
DNG 713	2377
DNG 715	2377
DNG 716	2377
DNG 717	2377
DNG 721	2377
DNG 723	2377
DNG 724	2377
DNG 725	2377
DNG 726	2377
DNG 727	2377
DNG 735	2377

DANDENONGJUNCTION


DNG 718	2367
DNG 728	2367
DNG 729	2377
DNG 719	2377

THROUGH SIDING

DNG 770	2377
DNG 771	2377
DNG 772	Verbal Instructions
DNG 773	Verbal Instructions
	to ABB Siding
	2377 to Mainline
DNG 776	2377
DNG 777	2377
DNG 778	2377

LYNDBROOK LOOP

LBK 780	2377
LBK 781	2367
LBK 782	2367
LBK 783	2377

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CRANBOURNE

CBE 790	2377
CBE 791	2367 to Main Line
	2377 to Sidings
CBE 793	2367
CBE 792	Fixed at Stop
CBE 795	Fixed at Stop

Note: Signal Nos. DNG 770, DNG 771, DNG 776 and DNG 777 are considered to be intermediate signals within the Dandenong – Lyndbrook Loop single line section. As such a Signaller’s Caution Order (Form 2377) is to be transmitted to the Train Driver should they become defective.

In the case of Dwarf signals verbal instructions must be issued as per the 1994 Book of Rules.

(b) Dandenong Mainline Points

Should failure of points occur at Dandenong and positive detection is not available, the Signaller must ensure the points are secured by point clip in the correct position prior to any facing movement being permitted. The Signaller may then transmit or hand deliver a Caution Order to the Train Driver.

(c) Dandenong – Failure of Nos. 3 & 4 Train Stabling Siding Compound Gates

The train stabling compound gates are motor operated and interlocked with the fixed signals leading to and from Nos.3 & 4 Stabling Sidings.

If the train gates fail to respond to the remote operation from the signal box, they can be manually operated from the control panel located in a cabinet attached to the gate control box outside the security compound at the train gates.

To manually operate the gates:

- 1) Place the Auto / Manual key-switch on the control panel to the ‘Manual’ position. The key for the switch is kept in the signal box and a duplicate key is kept in the Dandenong Maintenance Depot.
- 2) Operate the switch for the gate locking mechanism (labelled LATCH / UNLATCH) and the CLOSE / OPEN switch to the required position.
- 3) After the AUTO / MANUAL key switch has been operated to the MANUAL position, the train gates can only be operated from the control box.

NOTE: When the AUTO / MANUAL switch is returned to the AUTO position and the system has been restored to normal working order, the gates will automatically assume the position called by lever No.699 in the signal box.



(d) Dandenong – Lyndbrook Loop – Cranbourne Main Line Points

- Should failure of points occur in the section Dandenong – Lyndbrook Loop - Cranbourne, the Signaller is to instruct the Train Driver to place the selector lever of the Dual control point machine to the 'hand' position and the hand throw lever to the required position. The Signaller may then transmit a Caution Order to the Train Driver.
- The Points are to be left in the 'Hand' operating position and each Train Driver is to operate the points to the required position as instructed by the Signaller, until a competent employee is appointed, or the failure has been rectified.
- All main line points for the section Dandenong – Lyndbrook Loop – Cranbourne are Dual control point machines (except Lyndhurst).
- Section 27 of the 1994 Book of Rules describes the method of manual operation of points during failure conditions.

- At Lyndhurst the points leading to the Cement sidings are locked by Annett key for which a release is given by the Signaller Dandenong.
- Prior to a caution order being issued for Signal Post Nos. LBK 781, LBK 780, DNG 776 & DNG 778, the Signaller must ensure electric cross lock for No.679 and No.678 are detected normal.
- If the electric crosslock for Nos.679 and 678 are not detected normal and permission has not been granted for shunting movements the Signaller must inform the Train Driver to stop and examine the points and ensure they are correctly positioned for the movement and endorse the caution order to that effect.
- Train Drivers when passing Automatic Signal LBK 676 must act per Section 16, Rule 4 clause (c) of the 1994 Book of Rules in so far as examining the position of the Annett locked points and ensuring they are correctly positioned for the train to pass.

(e) Cranbourne Sidings

- The Main Line points No.691 from No.1 track towards Sidings Nos.3-8 are Dual Control point machines. All other points and derails within the sidings are Electro Hydraulic point machines; Section 27 of the 1994 Book of Rules describes the method of manual operation of points during failure conditions.
- Should failure of points occur affecting the Electro Hydraulic points within the Cranbourne Sidings, the Signaller is to instruct the Train Driver / Competent employee to manually operate the applicable points and derails to the appropriate position and secure the points by applying the hand locking flap provided. The Signaller may then transmit the appropriate authority to the Train Driver to enter or exit the siding.

Note: A suitably qualified competent employee may be appointed to operate the Dual control point machine or Electro-Hydraulic point machines at Dandenong, Lyndbrook Loop or Cranbourne and hand deliver Caution Orders to Train Drivers under the direction of the Signaller Dandenong.

(f) Cranbourne Sidings Stabling Compound Gates

The train stabling compound gates are motor operated and interlocked with the fixed signals leading to and from stabling sidings Nos.3 to 8.

If the train gates fail to respond to the remote operation from the signal box, they can be manually operated by a competent employee. A '5P' key switch is provided in a cabinet next to the gate control box inside the train gates along with a telephone to the Signaller at Dandenong.



Cabinet next to the gate control box

A CCTV (closed circuit television camera) is installed to provide the Signaller with vision of the stabling sidings and the train stabling compound gates.

To manually operate the gates;

- 1) The Competent Employee will after consulting with the Signaller at Dandenong, confirm that the 'Brake Power Release' LED is illuminated, then place a '5P' key into the key-switch and turn to the 'Release' position.
The operation of the switch to the 'Release' position disengages the drive motors and magnetic lock.



'5P' key release and telephone

- 2) The train gates can now be manually pushed open and locked in position by the latch and padlocks provided.



Gates secured “open” by the latch and padlocks provided.

- 3) The Signaller must then ensure the gate control No.687 on the signal control panel corresponds to the open position of the train gates.
- 4) The competent employee must then turn the key switch back to the ‘Normal’ position. This function will then detect the gates in the open position and allow trains to be signalled to or from the siding.
The train gates are to be left in the open position until the fault is rectified by the Signal Maintenance Technician.

NOTE: In the event of a power failure, battery back up is provided within the gate control mechanism to enable the key switch release to disengage the drive gears and magnetic lock. If the battery back up fails and the ‘Brake Power Release’ LED is not illuminated the gates are not available for manual operation. The services of a Signal Maintenance Technician is required.

(g) Cranbourne Line Signalling – Automatic mode of Operation


A function is provided to allow the Signaller to place signals at the Through Siding, Lyndbrook Loop and Cranbourne to automatic mode of operation.

This operation is explained in the Signaller’s operating instruction manual.

In the event of a failure of Signals or when required to operate Track Machines or Road/Rail Vehicles on this section of track, the Signaller must ensure the signalling is returned to manual mode of operation (automatic mode of operation turned off).

(h) Operation of Track Machine and Road/Rail Vehicles

For the movement of all Track Machine and Road/Rail Vehicles the Signaller must ensure signalling is not place in any of the automatic function modes and the relevant point unit levers are placed in the ‘N’ or ‘R’ position and a point ‘block’ is placed on each set of points in the route prior to clearing the signal.


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16A Dandenong - Tilt Mast

The interlocking requirement for the lowering of tilt mast for signal Nos. DNG717, DNG727, DNG711 & DNG715 were not commissioned as advertised vide SW.023/2014.

Until further notice the above mentioned “Tilting” masts must not be lowered unless full track force protection is provided or an Absolute Occupation is in force.

SW.043/2014


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17 Berwick Station Limits

The defined station limits at Berwick are:

- Up trains - is the portion of line extending between Home Signal No.32 and Automatic Signal No. D1410 (Up end of Platform)
- Down trains - is the portion of line extending between Home Signal No.28 and Overhead Structure No.1437 (located approximately 165 metres on the Down side of Dwarf Signal Post No.30).

SWP.011/2013 (24/05/2013)

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18 Pakenham - Failure of Signals

All messages received and transmitted via the PABX line 17486 (9619 7486) / 17491 (9619 7491) and radio channels at Pakenham are automatically recorded.

In the event of a failure of Signals in the area controlled by Pakenham the following must be observed:

- The Train Driver must immediately contact the Signaller at Pakenham by calling PABX 17486 (9619 7486) or 17491 (9619 7491).
A Safeworking (SW) radio channel (channel No.157) is provided for non-suburban trains. Train Drivers of non-suburban trains may communicate via either method.
- The Train Driver must state name, grade, the number of the Home signal which is at the 'stop' position, the train number, originating station and destination.
- The Signaller must check the 'Heartbeat' on the VDU to ensure that the screen display is not frozen.


If the heartbeat is not operating correctly the Signaller must operate the ALT E keys, and then double click the icon to redraw the screens.

The Signaller must ensure that the 'Heartbeat' is functioning after redrawing the screens.

- The Signaller must ensure that the points are correctly set for the intended movement by observing the indications on the VDU screens.
- The Signaller must check the VDU screen to ensure that the points are set, locked and detected by:
 1. Ensuring the 'Heartbeat' is operating correctly.
 2. A route line is set through the points.
 3. The Orange 'points locked' indication(s) at the points are displayed.
 4. The points are not 'flashing' to indicate they are out of correspondence.
 5. If positive detection of the point's position is displayed a 'block' must be placed on the points in the required position.

Or, If a Route Line is Not Displayed;

1. Ensuring the 'Heartbeat' is operating correctly.
 2. The Orange 'points locked' indication(s) at the points are displayed.
 3. The points are not 'flashing' to indicate they are out of correspondence.
 4. The 'Block' command has been applied to the points and the Yellow 'Block(s)' are displayed
- The Signaller must then complete a Signaller's Caution Order and transmit the contents to the Train Driver. The Signaller and Train Driver must exchange names and the Train Driver's name endorsed on the caution order. It will not be necessary for the Train Driver to take down details of the Caution Order, however must confirm;

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- The train describer number,
 - The number of the signal concerned,
 - The line to which the authority applies (applicable for parallel single lines).
- Should positive detection not be available on the points or the points are not detected and locked, the Signaller must manually operate the points and ensure they are correctly set and secured for the movement. A caution order may then be hand delivered to the Train Driver.
 - If the Signaller can secure the Selector Lever and the Hand Throw Lever of the dual control point machine, or lockable point clip with unique padlock(s) the authority to pass the fixed signal may be given via the dedicated PABX telephone or safeworking radio channel.

All main line points at Pakenham are dual control point machines.

Section 27 of the 1994 Book of Rules describes the method of manual operation of points during failure conditions.

Heartbeat



The screen ‘Heartbeat’ display is of two (2) hearts coloured ‘Yellow’ and ‘Red’.

The display switches between the ‘Yellow’ and ‘Red’ hearts every five (5) seconds, causing the ‘Yellow’ and then the ‘Red’ hearts to alternately be illuminated.


If the hearts are illuminated alternately every five (5) seconds then the Signaller may consider that the VDU display is an accurate representation of what is occurring at that interlocking.

Home Departure Signal Nos. PKM 40 & PKM 42

If signal post No.40 (North Line) or No.42 (South Line) fails then the Signaller Pakenham must contact the Train Controller at Central per the Automatic & Track Control System Rule 6 ‘FAILURE OF HOME DEPARTURE SIGNALS AT ATTENDED STATIONS’, so that the Train Controller at Central can issue Form 2382 authorising the issue of a ATC Caution Order.

Dwarf Signal Nos. PKM 8 & PKM 36

Train Drivers are to communicate with the Signaller Pakenham, as previously mentioned, in regard to obtaining authority to pass defective Dwarf signals.

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19 Pakenham - No. 3 Track Extension (Works Siding)

Hand Operated Flag Derail

A 'Hayes' hand operated flag derail is positioned in No.3 track extension (works siding). The purpose of the derail is to provide roll out protection for trains stabled in No.3 track.


The derail must be locked on the rail at all times.

When Track Machine or Road/Rail Vehicles are required to enter or exit the Works siding, the Signaller must instruct the person in charge of the movement to unlock ('5P' padlock) and place the derail 'off' the rail.

The Signaller may then operate the respective fixed signal governing the movement.

On completion of the movement the person in charge must lock ('5P' padlock) the derail 'on' the rail and advise the Signaller accordingly.

After confirming that the derail has been applied a notation to that affect must be made in the Train Register Book.

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20 Brighton Beach – Terminating Down Trains


A Down train cannot be terminated in the Down platform track (No.3 track), except in the case of an emergency.

In emergency situations the Signaller must comply with the following;

1. Points No.812 must be operated to the reverse position and secured with a point clip.
2. When points No.812 are secured in the reverse position and the train is ready to depart, the Signaller will display a Green hand signal to the Train Driver.
3. Points No.812 must remain secured until the Up train has cleared Dwarf signal No. BBH 912.

Under no circumstances must the Down train terminating in No.3 track, depart to the Up line with passengers on board.

SWP.010/2012 (13/04/2012)

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20A. Brighton Beach – Train Stabling Sidings

a) Train stabling siding compound gates


Train stabling siding compound gates are provided at the entrance to sidings 'A' & 'B'.

The train stabling siding compound gates are not interlocked with the signalling system. The Signaller is responsible for opening the compound gates and ensuring they are secured in the open position prior to signalling a train to or from the respective siding. While trains are stabled in the siding the Signaller must ensure the gates are closed and locked.

b) WSA hand points

WSA hand points are provided at the entrance to the siding which governs access to either siding 'A' or siding 'B'.

Prior to a second train being signalled into the siding the Signaller must ensure the hand points are laying for the vacant siding.

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21. Sandringham – Automatic Operation

(a) Signalbox Switched ‘In’

When the Signalbox is switched ‘In’, the boom barriers operate automatically for Main Line movements and are operated by a lever in the Signalbox for shunting movements.

(b) Signalbox Switched ‘Out’


When the Signalbox is switched ‘Out’, the Main Line points and signals operate automatically.

The boom barriers operate automatically for Down trains and by push button for Up trains.

Immediately before departure of an Up train, the competent employee must press the ‘Start’ button. The boom barriers will lower and, subject to the track section ahead being clear and the points being correctly set, Home signal No. SHM 916 will clear.

If the train is delayed after the ‘Start’ button is operated, the Stationmaster must inform the Train Driver and then press the ‘Stop’ button.

If Home signal Nos. SHM 906 or SHM 916 fail, the Stationmaster must operate the appropriate ‘Low Speed’ button.

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22 Spare