



Electrical Networks Competency Matrix Update V4

Purpose

MTM Electrical Networks Competency Matrix

The purpose of this bulletin is to advise MTM employees and Third Parties of the requirement to comply with the changes to the MTM Electrical Networks matrix.

This document is applicable to contractors, third parties, as well as MTM employees who require to hold RIW cards, who are working on or near to MTM network and premises.

What are the changes?

The following paragraphs list the roles within the RIW System. RIW Cardholders should refer to the following link for further information on the revised MTM Electrical Networks Version 4 matrix and role requirements.

Amendment record:

The below sections have been updated on the matrix which consists of:

MTM – Permit to Work

- As of the **26th August 2023** all MTM – Permit to Work holders must comply with the new mandatory competency requirement of Cardiopulmonary resuscitation (CPR). If you do not comply with the new requirement your job role will become invalid, and you will not be able to work as a Permit to work holder on the MTM Network.

MTM - Lineworker 1 & MTM - Lineworker 2

If you are utilising an Elevated Work Platform >11m, whilst working as a Lineworker 1 or Lineworker 2, you must add the following Network Based competencies to your RIW profile.

- Statement of Attainment.MTM - Perform EWP Controlled Descent Escape (66055)
 - Statement of Attainment.MTM - Perform EWP Rescue (66056)
 - Statement of Attainment.MTM - Perform Pole Top Rescue (66057)
- Note: All the above competencies have a validity of 12 months.

In addition to this, you must also hold the Elevated Work Platform Operator greater than 11M – National role on your RIW profile.



If you are utilising an Elevated Work Platform <11m, whilst working as a Lineworker 1 or Lineworker 2, you must add the following Network Based competencies to your RIW profile.

- Statement of Attainment.MTM - Perform EWP Rescue (66056)
- Statement of Attainment.MTM - Perform Pole Top Rescue (66057)

Note: All the above competencies have a validity of 12 months

In addition to this, you must also hold the Elevated Work Platform Operator less than 11M – National role on your RIW profile.

Reminder as per RIW-BUL-03-2023

Any MTM - Overhead Safety Observer (OSO) working on the MTM network must hold a Rail Medical Category 1 and Provide First Aid in an ESI Environment. All RIW Cardholders must comply with the new requirements from **1 August 2023**. If you do not comply with the new requirement your job role will become invalid, and you will not be able to work as an Overhead Safety Observer on the network

To gain access to the updated versions of the [MTM Electrical Networks Matrix](#) and the [National Power and Electrical Matrix](#).

[RIW-BUL-03-2023 RIW Bulletin Electrical Network Competency Matrix](#)

Please refer to <https://www.riw.net.au/business-rules/network-operators/>

Related Documents: [Metro Trains External Document Portal](#)

A957 “A957 Business Rules Manual for the Contracting Rail Safety Worker”

A2020 “A2020 Safety and Environmental Requirements for contractors and third parties.

Authorised by

Tara Pickering

Infrastructure Training Manager



The Responsible Manager is to determine the following:

Which areas in MTM are to be notified of this alert?

| Check | Code | Division/Department |
|-------------------------------------|------|--|
| <input type="checkbox"/> | MTM | Entire MTM Network |
| <input type="checkbox"/> | CHE | Engineering / Chief Engineer |
| <input type="checkbox"/> | HMR | People & Performance |
| <input type="checkbox"/> | INF | Infrastructure Delivery |
| <input checked="" type="checkbox"/> | ELN | Electrical Networks |
| <input type="checkbox"/> | OCS | Operational Control Systems |
| <input type="checkbox"/> | SIG | Signals & OCS |
| <input type="checkbox"/> | STF | Structures & Facilities |
| <input type="checkbox"/> | TRK | Track Delivery |
| <input type="checkbox"/> | OPS | Operations |
| <input type="checkbox"/> | TSD | Train Service Delivery |
| <input type="checkbox"/> | SWS | Safeworking / Signalling |
| <input type="checkbox"/> | NOS | Network Operations |
| <input type="checkbox"/> | SER | Metrol |
| <input type="checkbox"/> | | Customer Experience |
| <input type="checkbox"/> | STO | Stations Customer Experience |
| <input type="checkbox"/> | AOS | Authorised Officers |
| <input type="checkbox"/> | PRJ | Projects & Planning |
| <input type="checkbox"/> | ROS | Rolling Stock |
| <input type="checkbox"/> | SQE | Safety, Environment & Risk |
| <input type="checkbox"/> | | Other (e.g. Other Divisions/Departments or people not listed): |

Which contractors should be notified of this alert?

Note: This is undertaken by MetroSafe through the Avetta portal. All contractors/third parties have previously been tagged into their relevant MTM areas.

| Check | Division/Department |
|-------------------------------------|---------------------------------------|
| <input checked="" type="checkbox"/> | All MTM Contractors and Third Parties |
| <input type="checkbox"/> | Corporate |
| <input type="checkbox"/> | Infrastructure |
| <input type="checkbox"/> | Projects |
| <input type="checkbox"/> | Rolling Stock |
| <input type="checkbox"/> | Operations |

How should this alert be distributed and/or acknowledged?

Note: This section may be amended by the Division dependent on best method of distribution

| Check | Division/Department |
|-------------------------------------|--|
| <input checked="" type="checkbox"/> | Issued via email |
| <input type="checkbox"/> | Placed on Noticeboards |
| <input type="checkbox"/> | Placed in staff pigeon holes / letterboxes |
| <input type="checkbox"/> | Delivered during toolbox discussions |
| <input type="checkbox"/> | Employees to acknowledge receipt |
| <input type="checkbox"/> | L4-SQE-FOR-070 Alert Register |
| <input type="checkbox"/> | Toolbox Attendance Records |
| <input type="checkbox"/> | Weekly Operational Notice (WON) |
| <input type="checkbox"/> | Other (specify): |