

Metro Academy Bulletin

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The COVID-19 pandemic is challenging the way training and assessment is completed within the rail industry. ONRSR Fact Sheet – Operational Implications – COVID-19 (dated 23 March 2020) reiterates that rail transport operators must ensure that each safety worker who is to perform rail safety work in relation to its railway operations, has the competence to carry out that work safely. In relation to recertification (renewal) training rail operators may use other methods to satisfy themselves (and the Regulator) that the worker has the competency and capacity to undertake rail safety duties.

Background

To address the requirement to provide safeworking training during the evolving COVID-19 pandemic, Metro is modifying how safeworking training will be delivered for recertification of safeworking competencies. This approach is supported by ONRSR, who recognise traditional and accepted training practices may become temporarily unavailable or not reasonably practicable to access, and allow changes to training or other methods to be used to ensure that rail safety workers have the competency and capacity to undertake rail safety duties.

Modified recertification training

Typically all training requires requisites knowledge and skills to be demonstrated. In order to limit exposure to the COVID-19 virus, Metro approved safeworking renewal training will be temporarily adapted and delivered in two stages:

- Stage 1 – Online learning – theory only
- Stage 2 – Face-to-face learning – practical component.

Stage 1 – Online learning – theory only

Stage 1 will be completed through an Assess-Train-Assess model, where learners will be assessed online, and have the option to be assessed on the underpinning knowledge needed to fulfil the safeworking role without completing the training element. This approach recognises the ongoing competence rail safety workers typically have to maintain their roles. Learners can still elect to receive online training prior to assessment.

Learners will be required to acknowledge a declaration during the online learning affirming that the assessment was their own work.

Rail safety workers who successfully complete the online assessment will be provided a six-month extension to their expiry date on either the Metro Track Card or RIW Card.

Stage 2 – Face-to-face learning – practical component

Stage 2 will be completed through traditional face-to-face delivery involving reviewing topical case studies and practical training and assessment.

Rail safety workers who successfully complete the practical learning component will be provided an eighteen-month extension to their expiry date on either the Metro Track Card or RIW Card. In essence this provides safe workers the same 2-year recertification period currently provided under the current safeworking renewal training program.

Note: Stage 2 will only be implemented if the COVID-19 pandemic prevents returning to a traditional training model where knowledge and skills training are combined prior to determining ongoing competency as a safe worker.

Metro Safeworking Renewal Training Program

The Metro Safeworking Renewal Training Program high-level curricula has been attached. This curricula is consistent with the existing the Safeworking Renewal Training Program. A risk assessment has been completed and the modified Metro Safeworking Renewal Training Program is being adjusted slightly to ensure it is fit for purpose. Evidence is being captured as part of implementing suitable management of change.

Higher-level safeworking renewal training courses will be required to complete lower-level courses consistent with flow chart in procedure L1-SQE-PRO-060 Work on Track Safeworking Competency.

Authentication of credentials/certificates

The Metro Academy will also commence the direct upload of renewal certificates to the learners RIW card following the award of competence. The advantage of this approach is that credentials being uploaded directly from the Metro Academy will remove the step of the RIW service desk needing to verify each document if they are submitted by safe workers/employers.

Training Cost

Training costs for Stage 1 training:

- Will be based on a 25% rate of the current renewal course cost
- A nominal fee of \$25 will be added to the renewal training course cost for Stage 1 training for the direct upload of renewal certificate to the RIW Program.

Training costs for Stage 2 training:

- Will be based on a 75% rate of the current renewal course cost
- It is not anticipated an upload fee for direct upload to the RIW Program will be charged.

RIW Business Rules

The RIW Program will be notified of changes to Metro business rules allowing for the modified Metro Renewal Safeworking Training Program – Stages 1 and 2. As part of notifying the RIW Program, Metro will reinforce the long-existing business rule that all renewal training must be delivered through the Metro Academy. The RIW Program will be requested to ensure this business rule is adhered to, and there is no deviation without the express approval of Metro Academy.

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Should the above business rule not be met, further renewal training will be required before safe workers are allowed on the Metro Rail Network.

Next steps

In order for the above to be implemented, the following steps are taking place:

Activities		
Task	Status	Completion Date
Complete testing of online learning modules Level 1 to 3	In progress	3 April 2020
Notify adjacent rail infrastructure/operators (ARTC and V/Line)	Completed*	
Notify RIW of proposed business rule changes	Completed	
RIW Business Rules updated	In progress	3 April 2020
Complete testing of online learning module Level 4	Not commenced	20 April 2020
Review implementation of temporary	Not commenced	30 April 2020

Note:

- * further discussion is ongoing

It is anticipated the rollout of the revised Metro Safeworking Renewal Training Program will commence from 6 April 2020.

Recertification (renewal) training versus initial certification

In the current situation, Metro's position is to focus on recertification training to ensure we are satisfied that existing rail safety workers have demonstrated sufficient knowledge and capacity to undertake rail safety duties able to rail safety duties.

Metro Safeworking Renewal Courses			
Level 1	Level 2	Level 3	Level 4
MCSR	Lookout	TFPC 3.1	TVO 1
	Handsignaller	TFPC 3.2	
		TFPC 3.3	

Note: TVO Renewal online course will be developed by 20 April 2020.

Initial certification

Metro will now commence a risk assessment on the delivery of initial training (certification), with further information to be released through a Metro Academy Bulletin.

SWIRC training is currently occurring as normal, albeit with a reduced class size of 12 learners per session.

Questions

Questions relating to this bulletin can be directed to metroacademy@metrotrains.com.au.