

**TITLE/SUBJECT:**

Changes to Piggybacking Process

**Type:** Safety Information

**PURPOSE**

To communicate a process change to the 'piggybacking' practice used by road-rail vehicles and track vehicles on the ARTC Network.

The term 'piggybacking' is used to describe the practise where one workgroup works under another workgroups' 'work on track authority/method'.

**SUMMARY**

Following a Safeworking Incident at Mile End outlined in [Safety & Environment Flash](#), ARTC will implement requirements from 6 July 2022 to prevent road-rail vehicles or track vehicles from 'piggybacking' on the ARTC Network. [SAFE Notice 2022](#) and Train Notices [Heavy Track Equipment \(CoP\)](#) and [Track Machine \(TA20\)](#) have been published to formalise this requirement.

Supporting materials for [NSW](#) and [VIC, SA & WA](#) have been prepared to assist in understanding this requirement.

**ACTION REQUIRED**

Please share this Bulletin and relevant information with your team where applicable.

Contact your Safety Advisors if you have any queries.

Approved by: Stuart Ross, A/GM Safety & Environment    Applicability: All ARTC staff

Issued by: Corporate Safety

HSE Category Rail Safety

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# AUSTRALIAN RAIL TRACK CORPORATION

Prepared by

Cath Bowlzer | ARTC Ltd

21 March 2022

**ARTC**



**WHY**  
PIGGY BACKING IS  
USED  
AND  
**WHY**  
IT KEEPS FAILING?

This is the term used to describe the practise where one workgroup works under another work groups' 'work on track authority/method'.

It is used for two reasons:

1. The belief that it is not possible to take individual work on track authorities/methods
2. It's 'quicker'.

The fundamental issue with this process for RRV travel is that:

- Only one work on track authority (or method) is applicable for multiple workgroups, therefore requiring only one block to be applied for the multiple workgroups in the same section
- The Network Controller is only required to annotate the one workgroup holding the authority on the train control graph
- For RRV's transiting through another work on track authority it is usually not practical for the PO/TFPC/TW to physically sign on and receive a briefing – this is done verbally.
- The process is susceptible to human error (2 events in the last 6 months where track workers have been left on track with no protection)

**We do not want the next event to result in an injury to one of our people**

## WHAT THE CHANGES ARE:



It is now **mandated** that:

1. Track vehicles, including RRVs, must obtain their own track occupancy method and not utilise the existing occupancy as the method to safely travel on track; and
2. Prior to travelling through an existing track occupancy, agreed arrangements must be in place between the occupancy owners; and
3. The Network Controller must confirm that agreed arrangements are in place before authorising the occupancy for the track vehicle to travel through the worksite.

### HOW:

- In NSW if travelling under a TOA, obtain a TOA with agreed arrangements (and a supplementary code for ETAP) to transit through another TOA.

### Exception:

All other joint occupancies with RRV's are not permitted unless those vehicles are associated with the works

# HOW

## ETAP SUPPLEMENTARY CODES

- ✓ A Supplementary Code can also be entered manually by the NC by selecting the “Enter Codes” button.
- ✓ This displays an area that the NC can enter a code given by a PO.
- ✓ Once this code has been entered the TOA status will be changed to “Pending OL”

Enter Codes

**Enter Codes**

\*Code Type: Supplementary Code

\*Code: [ ]

Ok Cancel

- ✓ When eTAP (4ABS) receives a Supplementary Code from the eTAP Application (PO entered from app) it displays the TOA in yellow in the TOA Summary panel and the status will change to “Pending OL”.

Work

Protection Officer

TOA

Authority	Protection Officer	Phone	Start Time	Type	Limit From	Limit To	Status
TOA_1191403	demo 10	0400 493 783	11:22	Overlapping Limits	Palerson 03-03 Sig	Telegraph Point 463 Sig	Current
TOA_1191419	demo 10	0400 493 783	13:51	Overlapping Limits	Dungog 07-03 Sig	Gloucester 13-01 Sig	Current
TOA_1191422	demo 10	0400 493 783	13:58	Overlapping Limits	Palerson 03-03 Sig 03-03 Sig	Wakarusa 06-03 Sig	ECOT Request
TOA_1191426	demo 9	0400 493 783	NA	Exclusive Occupancy	Palerson 03-03 Sig 03-12 L Sig	Warrhope 27-14 Sig	Proposed
TOA_1191427	demo 1	0400 493 783	14:20	Overlapping Limits	Woparaba 06-11 L Sig	Kelsoe 19-128 Sig	Current
TOA_1191431	demo 1	0400 493 783	14:49	Overlapping Limits	Martins Creek 04-03 Sig	Dungog 07-12L Sig	Pending OL

**Authority Details**

\*Indicates a required field \*Indicated a conditionally required field

**Pending OL**

\*PO ID: demo001 Authority: TOA\_1191431 Comm: Data

\*PO Name: demo 1 demo001 PO Phone: 0400 493 783 \*Current Location:

\*Occupying: Down Main Control Board: Coast A

\*Select Limits

Limits From: Martins Creek: 04-03 Sig

Limits To: Dungog: 07-12L Sig

\*Track Vehicle Journeys: \*Fixed Worksite: \*From: 238 000 \*To: 238 000

Worksite Limit Validation: Passed \*Override:

\*TOA Following Train: No Yes \*Trains: \*Proceeding To:

\*Lead Loco Provided by PO: \*Train Departed At:

\*TOA Commence in Yard Limits at:

\*Fulfill By: 13/12/2019 15:45

\*Details: Track Inspection

\*Code:

\*Pilot Staff: Disabled Train At:

**Authority History**

Status	Date/Time	Network Controller	Protection Officer	Notes
Proposed	13-Dec-2019 14:48	admin	demo 1	TOA was set to status Proposed
Quoted	13-Dec-2019 14:49	admin	demo 1	TOA was set to status Quoted

# HOW

## ETAP SUPPLEMENTARY CODES

- ✓ Once this code has been entered the TOA status will be changed to “Pending OL”. The Network Controller then enters all details as per creation of TOA. To link the two TOAs select “Overlapping TOA” checkbox and a TOA that is in the status of Pending OL will be displayed in the drop-down box for selection.

The screenshot shows the 'Authority Details' form. The 'Proposed' field is empty. The 'Authority' is set to 'TOA'. The 'Comms' is set to 'Data'. The 'PO ID' is 'demo001' and the 'PO Name' is 'demo 1 demo001'. The 'Occupying' is set to 'Down Main'. The 'Track Vehicle Journey' and 'Fixed Worksite' options are unselected. The 'Worksite Limit Validation' section has the 'Overlapping TOA' checkbox checked. The 'TOA Following Train' is set to 'No'. The 'Full By' date is '13/12/2019' and the time is '15:45'. The 'Details' and 'Code' fields are empty. The 'Authority Filter' shows 'PO ID: demo001', 'Status: Unfulfilled', and 'Type:'. A dialog box titled 'Select Overlapping TOAs' is open, showing a table with columns 'TOA', 'PO', and 'Location'. The table contains one row: TOA: J191427, PO: demo 1, Location: Mindaribba - Kibrde. A blue circle highlights this row, and an arrow points to the right arrow button between the dialog boxes. A text box says: 'After selecting TOA to overlap, use the arrow to assign it to new TOA.'

The screenshot shows the 'Select Overlapping TOAs' dialog box. The 'Pending Overlapping TOAs' table is empty. The 'Overlapping TOAs' table has columns 'TOA', 'PO', and 'Location'. It contains one row: TOA: J191427, PO: demo 1, Location: Mindaribba - Kibrde. A blue circle highlights this row. A blue arrow points to the right arrow button between the dialog boxes. A text box says: 'After selecting TOA to overlap, use the arrow to assign it to new TOA.'

- ✓ When the new TOA has been accepted and its status is Current the original TOA will be updated back to a status of current and its Type will be updated to Overlapping.