



OTPR 700

# Using a Local Possession Authority

## Applicability

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NSW

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SMS

## Publication Requirement

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Internal Only

## Document Status

Issue/Revision #	Effective from
1.0	1 January 2019



## Purpose

A *Local Possession Authority* (LPA) is used to close a defined portion of *track* for a specified period.

## Obtaining a Local Possession Authority

The *Possession Protection Officer* obtains an LPA from the *Train Controller* responsible for the portion of track.

### Possession Protection Officer

1. Immediately before an LPA is due to begin, speak to the Train Controller and *Signallers* responsible for the portion of track.
2. Make sure that you, the Train Controller and the Signallers have a copy of the documentation and amendments *advertising* the LPA.

### Network Controller

3. Confirm that the LPA request will affect only one Network Control area.
4. If the proposed limits of the LPA affect more than one Network Controller, Network Controllers agree on the Network Control area most affected.

The Coordinating Network Controller *authorises* the *possession* and *issues* the LPA.

5. Confirm the details of the possession and protection arrangements with affected Signallers.
6. Tell the Coordinating Network Controller when the details have been confirmed.

### Signallers

7. Make sure that *blocking facilities* have been applied to prevent entry into the portions of track within the LPA.

### Network Controller/Coordinating Network Controller

8. Make sure that any:
  - *rail traffic* not associated with the LPA that might need to be moved during the LPA is clear of the limits, and
  - rail traffic associated with the LPA within the limits has been identified and is being managed as agreed by the Possession Protection Officer and the Network Controller.

### Network Controller

9. Agree with the Possession Protection Officer that the LPA is now authorised, and record the current time.

In Phoenix Electronic Train Order territory compile Form W.

10. Tell affected Signallers that an LPA has been issued.

### Possession Protection Officer

11. In Phoenix Electronic Train Order territory compile Form W.
12. Repeat the details you recorded back to the Network Controller.
13. Arrange to tell affected Signallers about the *location* of worksites in the possession.

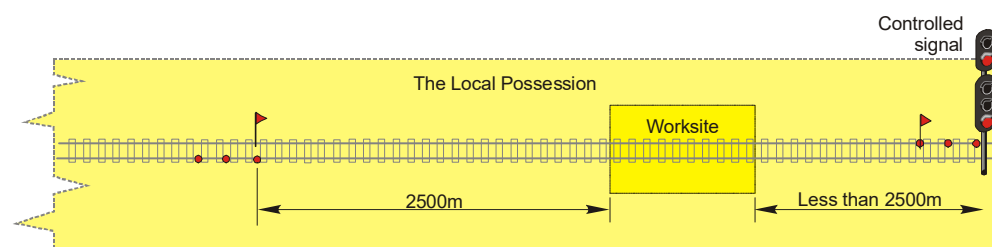
### Protecting the Limits of the Authority

#### Possession Protection Officer

1. In *token* areas, safeguard the *staff* or *half pilot staffs*.
2. Protect the possession with three *detonators* and red flags/red lights placed at the specified limits of the possession, or at 2500m from the outermost worksites if this is more practicable.

If *points* have been clipped and locked to give *protection*, detonators and flags are not required.

Figure OTPR 700-1



Example of protection arrangements for an LPA

3. If necessary, protect the worksites from rail traffic on other lines.

## Protecting Multiple Worksites in the Limits of the Authority

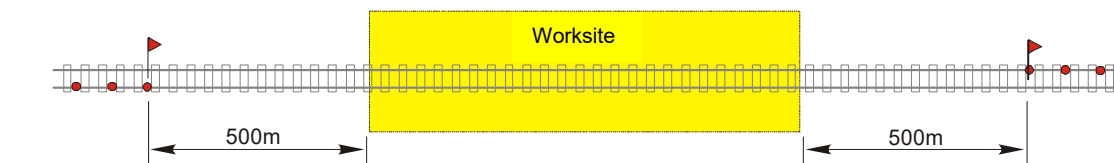
### Possession Protection Officer

1. Make sure the *Protection Officers* place the right protection.
2. Tell the Protection Officers if the worksite protection needs change and make sure they change the protection.

### Protection Officers

3. Make sure that detonators are placed on each side of each worksite, as shown in the following examples.
4. Make sure that red flags/red lights are placed in the middle of the *four-foot*, beside the detonators closest to each *fixed worksite*.
5. If fixed worksites are more than 1000m apart, place the detonators 500m from each worksite

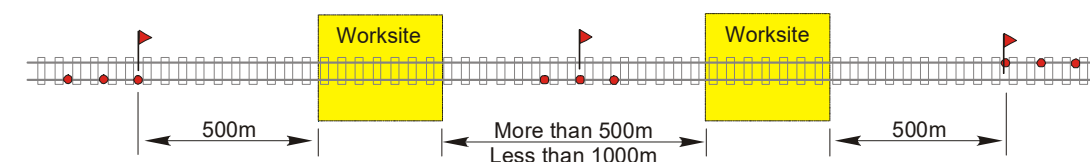
Figure OTPR 700-2



Example of protection arrangements for an individual worksite

6. If fixed worksites are more than 500m but less than 1000m apart, place three detonators midway between the worksites.
7. Place a red flag/red light next to the middle detonator.

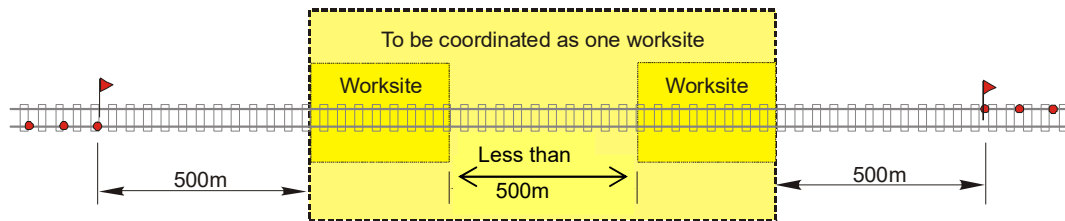
Figure OTPR 700-3



Example of protection arrangements for multiple worksites more than 500m but less than 1000m apart

8. Treat fixed worksites less than 500m apart as one worksite.

Figure OTPR 700-4



Example of protection arrangements for combined multiple worksites

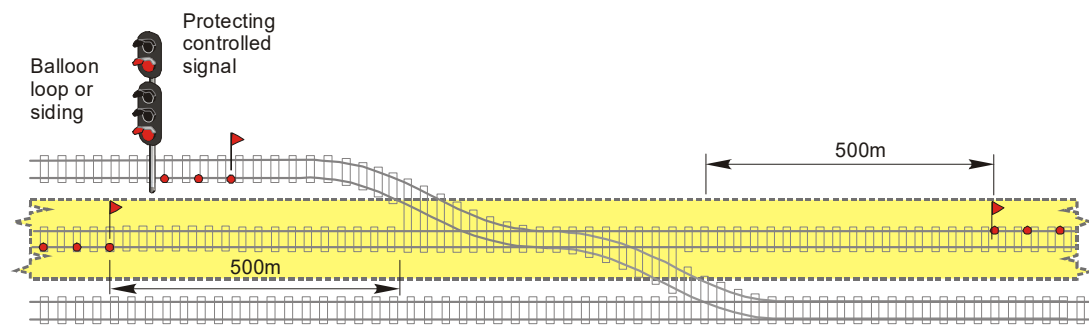
## Protecting from Rail Traffic Crossing the LPA

### Possession Protection Officer

Make sure that three detonators and red flags/red lights are placed:

- on the closed line 500m clear of the *crossover* or turnout, and
- on the converging line that allows entry to the possession area, at the signal protecting entry into the closed line.

Figure OTPR 700-5



Example of protection arrangements if rail traffic is authorised to cross the LPA area



## Returning the Track to Service

### Possession Protection Officer and Protection Officers

1. Make sure that *track vehicles* and equipment have cleared the line.
2. Make sure that all workgroups have cleared the worksites.
3. Make sure that protection, including flags, detonators and point clips, has been removed.

### Possession Protection Officer

4. Make sure that any emergency crossovers that have been used are returned to, and secured in, the normal position.
5. When advised that the line is *certified* fit for service, tell the Network Controller.
6. Tell the Network Controller and Signallers about any restrictions on track use.
7. *Fulfil* the LPA for:
  - the entire portion of track defined for the possession, or
  - progressively for one or more portions of track included in the agreed possession.

## Keeping Local Possession Authority Details

*Network Control Officers* and the Possession Protection Officer *must* keep details about the LPA and information about protection arrangements.

## Related OTHR Network Procedures

OTPR 704	Using Infrastructure Booking Authorities
OTPR 707	Clipping points
OTPR 709	Using detonators
OTPR 710	Piloting trains and track vehicles
OTPR 711	Lookouts
OTPR 712	Protecting work from rail traffic on adjacent lines

## Effective Date

11 October 2015