



Occurrence Normalisation Collection Form

OCCURRENCE NORMALISING FACTORS* for the month of _____ 20 ____

Note: Incident normalising factors are to be provided whether or not an occurrence has taken place within the reporting month

Instructions

- To be provided as soon as practicable following the end of each calendar month, and not later than the 21st day of the following month.
- Completed forms should be forwarded to ITSRR
Email: occurrences@transportregulator.nsw.gov.au
Fax: 02 8263 7200
- Copies of this form may be downloaded from www.transportregulator.nsw.gov.au

Operator information		
Reporting organisation		
Name of reporting officer	Phone	

Normaliser	Monthly Rate
<ul style="list-style-type: none"> • Kilometres of Track – owned / managed within NSW. 	TOTAL
<ul style="list-style-type: none"> • Train Kilometres Travelled – within NSW <p>A Total including contract services provided to other organisations</p> <p style="text-align: right;">Kilometres travelled by:</p> <p style="text-align: right;">Passenger Train</p> <p style="text-align: right;">Freight Train</p> <p style="text-align: right;">TOTAL</p> <p>B Contract Services trains operated under contract to other accredited operators eg. hook and pull operations etc.</p> <p style="text-align: right;">Kilometres travelled by:</p> <p style="text-align: right;">Passenger Train</p> <p style="text-align: right;">Freight Train</p> <p style="text-align: right;">TOTAL</p> <p>Note: Freight train kilometres include trains operated in conjunction with maintenance activities eg. ballast train etc. DO NOT include track maintenance machines, hi-rails / inspection vehicles etc.</p>	
<ul style="list-style-type: none"> • Passenger Journeys – within NSW <p>Urban Areas - a point to point journey irrespective of the number of vehicles or mode used for the trip.</p> <p>Non-Urban Areas - a point to point journey but each change of vehicle along the route is a separate journey.</p>	TOTAL
<ul style="list-style-type: none"> • Employees <p>The total number of employees engaged in railway work who are based in NSW. Include contractors and volunteers who work for or at the direction of the reporting railway organisation. DO NOT include employees, contractors or volunteers of other accredited railway owners or operators who provide services to your organisation.</p> <p>Employees include: driver, driver's assistant, guard, shunting staff, examiner, station staff, on board staff, office staff, technical staff, infrastructure staff, workshop staff, freight centre staff.</p>	TOTAL

* In accordance with Section 61 of the Rail Safety Act 2008.