



MR-001-02

Safety Performance Report Template

Date of Safety Performance Report:

Period Covered:

Version No		Version Date:	
Approved By:			

Monitoring & Reporting Safety Performance Measurers



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1. Introduction

List key points describing how safety risks have been managed during the reporting period.

Keep this high level but identify any major highlights of the year and a statement about how the operator has performed against key safety measures.

2. General information

Accredited Operator Name:	
States and Territories where Accredited:	
Reporting Period Covered:	
Name and details of Contact:	
Endorsed by	

3. Description and assessment of safety performance for the reporting period

For simplicity, consider using tables and /or graphs to show performance against the safety measures. Explanations should be provided for each table /graph to provide details to support the performance or to explain where trends were identified, and any corrective actions taken.

Examples could include:

Measure	2018/19	2019/20
No of interface agreements reviewed	5	0

Explanation / Supporting Information

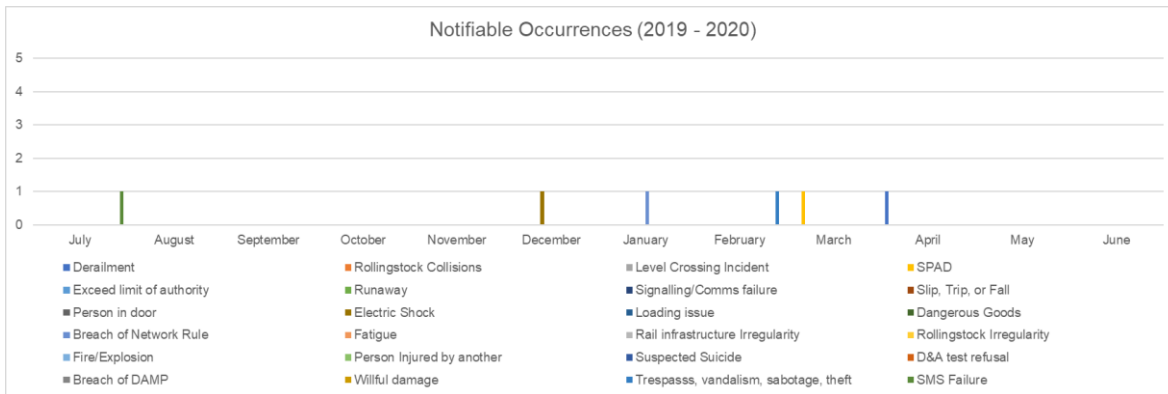
All interface agreements are reviewed every 2 years. Last year, every interface agreement was reviewed consistent with the SMS. As a result, and because no other changes impacted the identified safety interfaces, no reviews were conducted. It is anticipated that all interface agreements will be reviewed in the 2020/2021 reporting period.

Notifiable Occurrence Reporting:

Measure	2018/19	2019/20
No of notifiable occurrences reported	12	6

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Explanation / Supporting Information

All prescribed notifiable occurrences were category B and were reported consistent with reporting timeframes are required by ONRSR. There were no obvious trends to those occurrences and investigations were carried out on the yard derailment and Signal Passed at Danger. All corrective actions identified as part of those investigations were endorsed by the Committee and have been resolved.

4. Deficiencies or irregularities in railway operations relevant to safety

This section should include any identified failings of the SMS – examples could include where common risk controls have failed, where improvement or prohibition notices have been issued by ONRSR, or where the SMS has not been consistently implemented across the operations.

Deficiencies may also have been identified as part of the SMS review.

Where no deficiencies have been identified, note that the review occurred consistent with the SMS but that no deficiencies were identified.

5. Safety initiatives in the reporting period

The operator should include any safety initiatives that have been introduced during the year. This could include simple as well as complex initiatives. A short explanation of each initiative may also be included to explain the context of the change. Examples could include:

Issue of consistent PPE (colour and high visibility markings) to all rail safety workers;

Historically, the PPE policy did not prescribe a specific colour or style of high visibility marking. As part of a review of an incident last year, it was determined that standard high visibility PPE vests was to be issued to all rail safety workers. This project has now been completed and the PPE policy updated accordingly. Induction procedures have also been updated to reflect this requirement.

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Changes to Toolbox Talk template to add a “Safety Share”;

In order to further improve safety culture, it was proposed that a “Safety Share” be included in each toolbox talk session. Details of the subject are not recorded, simply that the discussion has occurred.

Changes to Network Rules

During this period, Network rules were changed in a response to the removal of the level crossing at Smith Street, by the Regional Council. Due to the nature of the change, an abridged version of the Change Management procedure was used. All stakeholders were consulted, ONRSR notified as part of a Notification of Change, and all rail safety workers formally advised of the change. Network rules were amended accordingly and re-issued to all rail safety workers.

Risk assessments and registers were updated accordingly.

6. Safety initiatives proposed for the next reporting period

The operator should include any safety initiatives that may be introduced during the coming year. This could include simple as well as complex initiatives. A short explanation of each initiative may also be included to explain the context of the change. Examples could include:

Decommissioning of Rollingstock

As part of the asset management process, it has been identified that Carriage 1234 will no longer be fit for purpose. Due to the highly specialised nature of the carriage, and the limited access to replacement part, as a result of a risk assessment, it has been determined that on its next maintenance event it will be decommissioned. All engineering and process control procedures will be complied with as part of the Change Management process.

7. The outcomes of the SMS review conducted during the reporting period

The operator should note the key findings and any actions or initiatives that were identified as part of the SMS review. The findings should reference

- *Any findings of SMS audits, including any ONRSR audits;*
- *Findings from ONRSR Compliance Inspections;*
- *Results of investigations carried out after significant incidents /occurrences*
- *Details of the responses issued to any ONRSR prohibition or improvement notices*
- *Any identified opportunities for improvement to the SMS and the results of any feedback as part of the consultation processes.*

8. The review process and consultation

A description of the SMS Review process should be reported in this section. The process should conform with that described in the SMS and also comply with the SMS consultation procedures.

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