



OTSY 514

# Special Proceed 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

To prescribe the rules for using a *Special Proceed Authority* (SPA) in the *Oberon Tarana Heritage Railway (OTHR) Network*.

## Method principle

A SPA *may* be used to *authorise rail traffic* movements that are not otherwise permitted under the *system of Safeworking* normally in operation.

A SPA *must*:

- specify the limits for the movements that it authorises, and
- specify the line to be used, but not specify *routes* within *yard limits* of *attended locations* and *remotely controlled locations*.

A SPA *may*:

- include more than one *section* within its limits
- allow removal of a *train* in portions from a section.

*Train Controller* *must*:

- not authorise conflicting *occupancies* or routes, and
- make sure that planned movements are safe.

## Method description

Rail traffic *must travel* at speeds consistent with the conditions that caused the SPA to be *issued*.

## Assurances

The *Train Controller* *must* make sure or be assured that:

- the SPA area, excluding attended *interlockings*, will be occupied only by authorised rail traffic for the period of the SPA, and
- *effective communication* is established, and
- prior *Proceed Authorities* have been *cancelled* or *fulfilled*, and
- current *work on track authorities* in affected sections are cancelled or fulfilled, or worksites are protected against movements under the SPA, and
- obstructions are protected, and



- if necessary, *facing points* have been or will be clipped and locked by a *Qualified Worker*.

The Train Controller must get the *Signaller's* assurance that unauthorised rail traffic is prevented from entering the SPA area.

Signallers must make sure that:

- protecting signals are at STOP with *blocking facilities* applied, and either
- releasing switches for *intermediate sidings* are in the NORMAL position with blocking facilities applied, or
- if blocking facilities cannot be applied, trains or *track vehicles* will be *restrained* by giving relevant *Drivers* and *track vehicle operators* a Condition Affecting the Network (CAN) form (OTRF 004).

## Proceed Authority

Only the Train Controller may authorise travel under a SPA.

SPAs must be issued on a Special Proceed Authority form (OTRF 005).

If available, signals within the limits of the SPA must be cleared. Drivers and track vehicle operators must pass signals at STOP only:

- if so authorised in the SPA, or
- in accordance with Rule *OTSG 608 Passing signals at STOP*.

## Issuing a Special Proceed Authority

The Train Controller must arrange for a SPA to be issued to:

- Drivers and track vehicle operators carrying out the authorised movements, and
- Signallers, at attended locations and for remotely controlled locations, involved in the authorised movements.

Before issuing a SPA, the Train Controller must arrange for workers known to be on the affected portion of line to be told about the authorised movements.

Train Controller must record, in *permanent form*:

- the issue of a SPA, and
- details of affected workers told about the authorised movements.



## Travel through and beyond an attended location or a remotely controlled location

If a SPA authorises a movement through and beyond an attended location, or a remotely controlled location, the Driver or track vehicle operator:

- must not pass the arrival-end yard limit, in the direction of travel, of the *location*, until authorised by the Signaller, and
- follow the directions of the Signaller for the location.

## Cancelling or fulfilling a Special Proceed Authority

A SPA must be cancelled only if:

- the Train Controller is assured that the authorised movement has not started or has not been completed, and
- affected Qualified Workers have been told that the SPA will be cancelled.

A SPA must be fulfilled only if:

- the Train Controller is assured that the authorised movement has been completed, and
- affected Qualified Workers have been told that the SPA will be fulfilled.

## Removing blocking facilities and point clips

A SPA must be cancelled or fulfilled only if the Train Controller has been assured that, unless they are required for a subsequent movement:

- blocking facilities will be removed, and
- *point* clips and locks have been, or will be, removed as directed.

## Related OTHR Network Procedures

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<b>OTPR 707</b>	Clipping points
<b>OTPR 721</b>	Spoken and written communication
<b>OTPR 746</b>	Authorising rail traffic to pass an absolute signal at STOP

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## Effective Date

1 January 2019