



PROCEDURE

Amalgamating or dividing trains with passengers present can pose risks if passengers attempt to leave or board a moving train and are not positioned for sudden movements. Safety factors to be considered are people on or about the train, other trains moving nearby, open or unlocked carriage doors, uneven surfaces, weather, visibility and noise.

Dividing and amalgamating trains

PLEASE NOTE THAT SHUNTING AND PROPELLING IS A POTENTIALLY HAZARDOUS ACTIVITY.

DRIVER:

1. Stop the train at the nominated location as per the platform stopping markers, or upon the directions given by the train guard / observer.
2. Wait for the guard / observer to inform you that all passengers and members of the public have been advised that shunting procedures are about to take place, carriage doors have been closed and it is safe to proceed with the shunting movement.
3. Obey the directions of the train guard / observer directing the shunt. Keep a close watch for passengers or members of the public trespassing into the danger zone and immediately STOP the movement if a breach is detected.
4. Ease up gently when engaging or disengaging couplers. Ensure that sufficient handbrakes have been applied to prevent carriage movement.
5. After dividing or amalgamation, ensure all applicable air hoses, safety chains and jumper couplings are secured.
6. Perform brake pipe continuity test prior to departure.

TRAIN GUARD / OBSERVER / PASSENGER ATTENDANTS:

1. Allow passengers to embark / disembark if possible, before shunting commences. Passengers **MUST NOT** be allowed to enter or exit whilst shunting is taking place, or where locomotives are coupling / uncoupling to / from the train. When passengers remain on the train, inform them that shunting activities are about to take place, and ensure all passengers are seated.
2. Ensure that persons on the platform are behind the yellow line, where this facility is provided, or at least 1 metre from the platform edge coping.

*At Unattended stations, and / or Outstations as prescribed in LVOP 502, passenger attendants are to use loud hailers, if necessary, to guide passengers and members of the public clear of the yellow line and the danger zone. This will be in addition to the duties outlined in LVOP 502.

*At attended stations a request by the LVR representative will be made to the Station Manager to play the recorded public address system safety announcements during the entire time the heritage train is standing at the platform, irrespective of whether shunting is taking place or not.

3. Close carriage doors. In the case of an occupied train this duty will be performed by the passenger attendants, and in the case of an empty train this duty will be performed by the train guard / observer. Carriage doors will be locked at the discretion of the train guard/ observer or Operation Safety Officer if it is deemed necessary and in the

SHUNTING WITH PASSENGERS ON BOARD

LVOP 408



- interests of public safety.
- 4. Inform Driver that it is safe to commence shunting procedures.

RELATED DOCUMENTS:

- Network Rule A/C/NGE 202
- LVR Operator Specific LVOP 510
- LVR Operator Specific LVOP 410
- LVR Operator Specific LVOP 502
- LVR Operator Specific LVOP 414