PROCEDURE

In compliance with Network Rule A/C/NGE 214 Network Incident Notice, a NIN must be compiled when an incident occurs on the John Holland CRN Network. In ARTC territory a Train Control Report (TCR) must be generated. In Sydney Trains Territory a IIM must be generated. The train crew must record the number of the NIN, TCR or IMM for their records. Some examples of Reportable Incidents are listed as follows:

REPORTABLE INCIDENTS

- Actual or potential loss of life or injury, including LVR employees and volunteers.
- Actual or potential damage to or defect in property or infrastructure.
- Failure or partial failure of rail traffic.
- Derailments or collisions involving rail or road traffic.
- Fire, Explosion or Bomb Threat.
- Trespassing and Vandalism.
- Stock on line.
- Worksite violations.
- Breaches of Network Rules and Procedures.
- Breaches of Alcohol and Drug Policy.
- Incidents that cause major delays to rail traffic.
- Defective Level Crossing or Signalling equipment.
- Actual or attempted Robbery, Assault or related security issues.

TRAIN CREW:

1. Inform the Network Control Officer of your Train Number and exact location, by using kilometre post, signal number, structure number, station name or geographic landmark.
2. Describe the nature of the incident, any adjacent lines affected or overhead wiring damaged.
3. Indicate if emergency services are required, details of injuries, nearest access point and if any dangerous goods or environmental hazards are involved.
4. Protect the train and incident site as directed by the Network Control Officer. If other train crews or rail safety workers are present, enlist their assistance.
5. Supply the Network Control Officer with names and details of the employees involved, any injured passengers or crew, police officers attending the scene, results of any rail safety worker assessments conducted on site and estimated delays to trains.
6. Report it to the LVR Operations Manager/Safety Manager

RELATED DOCUMENTS:

- Sydney Trains Network Rule NGE 214
- John Holland CRN Network Rule CNGE 214
- ARTC Network Rule ANGE 214
- LVR Operator Specific LVOP 604
- LVR Operator Specific LVOP 606
- LVR Operator Specific LVOP 608
- LVR Operator Specific LVOP 610
- LVR Operator Specific LVOP 612
- LVR Operator Specific LVOP 616