

Commentary for Standard:

EGP-02-01 Engineering Waiver Management Procedure

EGP-02-01C

1 Procedure/Standard Outline

EGP-02-01 has been amended to address issues that have arisen from audits and reviews of Waivers.

1.1 Acknowledgement

Engineering project managers, designers, construction supervisors, network maintenance managers and contractor employees involved in projects affecting the ARTC network are required to sign a briefing form to acknowledge they have read this commentary and received a briefing from their managers or project team leaders and they understand the implications the amendments to the Procedure has on their duties.

2 Operable Date

The Operable Date for this procedure is when approved and published. All submissions for a Waiver after the Operable date shall use the new form and be in accordance with the amended Procedure.

2.1 Retrospective Requirements

Existing Waivers that are affected by new Waivers may be required to be updated to the latest form where there are multiple waivers affecting the ARTC network for a particular situation.

All Waivers being renewed shall be reviewed and submitted with the updated Form and be compliant with the updated Procedure.

3 Briefing Process

All the following are to be briefed by their managers or project team leaders:

- ARTC maintenance team leaders, corridor managers and area managers
- ARTC engineering project managers and project engineers
- External Contractors who are currently undertaking work affecting the ARTC network, including all of their project managers and project engineers

4 Outline of Engineering Procedure

EGP-02-01 has been amended to cover the following issues:

- Ensure that alternate controls are Safe SFAIRP
- Consider any existing Waivers
- That the cumulative effect of multiple waivers is considered and evaluated

- That nominated alternate treatments are fully implemented and maintained for the life of the Waiver
- That consideration is given when the conditions underpinning the Waiver and alternate treatments are varied.

The revised Waiver includes the following additional steps:

- Check of existing Waivers and evaluation of the cumulative effect of the waivers
- Acceptance of the Approval Conditions by the Endorsement Authority
- Details of Treatments Implementation and confirmation by the Endorsement Authority
- Submission of the Waiver Risk Assessment to the Risk Manager

The Engineering Waiver Management Procedure includes the following amendments:

- Details about the Technical Reviewer and the /Waiver Technical Review
- Responsibilities of the Endorsement Authority
- Updated Waiver Process Flow Chart

5 Forms

5.1 Revised Forms

All revised forms require RIW number to be included.

a. EGP0201F-01 Engineering Waiver Approval Form

Now includes requirements for:

- Section 8 detailing Existing Waivers.
- Section 15 Waiver Approval Conditions and Treatments
- Section 16 Acceptance by the Endorsement Authority of the Conditions and Treatments
- Section 21 detailing how the Treatments have been implemented
- Section 22 confirmation by the Endorsement Authority that the Treatments have been implemented
- Section 23 confirming that the Risk Assessment Report has been submitted to the Risk Manager

6 Special Tool Requirements

Nil

7 Changed Management Systems

7.1 Ellipse

Nil

7.2 Reporting and Reports

All Risk Assessments associated with a Waiver are to be submitted to the ARTC Risk Manager.

8 Work Health & Safety

There are no specific WHS issues from the implementation of this Procedure.

Where appropriate WHS issues shall be considered when an existing control is being waived.

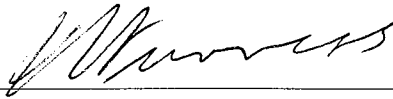
9 Exemptions and Exclusions

There are no Exemptions from following the updated EGP-02-01 from the Operable Date.

10 Implementation Review

Standards shall conduct a review of the Briefing processes applied in various ARTC corridor teams and in internal and external project teams.

Standards shall conduct a review within six months of implementation date as to completion of the implementation processes and their effectiveness as detailed in this Commentary.

Approved By:		John Furness Manager Standards	Date: 2017 26/7/17
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