

Commentary for Standard and Work Instruction:

ESM-05-11 Vital Signalling Relays

Procedure and Work Instruction ESI-05-15

ESM-05-11C & ESI-05-15

1 Procedure and Work Instruction Outline

ESM-05-11 is an existing signals maintenance procedure that is being amended to include references to a new work instruction, to be published on the ARTC intranet.

The new work instruction ESI-05-15 describes the methodology that signals staff shall undertake to test BR930 series signalling relays using the new type approved MRD RelayDoc. It replaces any previous work instructions for the outdated relay test panels.

2 Operable Date

The Operable Date for the amended procedure and work instruction is when approved and published.

3 Briefing Process

The following are to be briefed by their Team Leaders/Signals Work Group Leaders/Signal Managers/Contractor Managers:

- ARTC Maintenance & Construction Staff
- External Construction Contractors who undertake work for ARTC

The briefing is to be carried out via a tool box meeting or team briefing. This commentary shall be printed and distributed to all staff attending the briefing. Attendees must sign to acknowledge that they have read this commentary, received a briefing and that they understand the new work instruction.

Feedback shall be provided to Management/Project Management demonstrating the completion and implementation of the briefing. Team Leaders/Signals Work Group Leaders/Signal Managers/Contractor Managers shall keep the records of all staff signing acknowledgement of the commentary and briefing. This information shall be available for quality auditing.

4 Work Instruction ESI-05-15

The work instruction includes a step by step guide and flowchart, describing the process to be followed for testing BR930 series signalling relays before they are brought into operational service.

5 Changed Management Systems

This work instruction applies for all locations where the type approved RelayDoc is being used for testing relays.


6 Exemptions and Exclusions

The work instruction does not apply in areas where existing outdated test equipment such as relay test panels and RelayPro are in use. It will apply when those areas become equipped.

7 Implementation Review

Standards shall conduct a review of the Toolbox Briefing processes applied in various ARTC corridor maintenance 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: 20-1-2017
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