

# Rail Industry Worker Program fact sheet for Queensland Rail contractors

On 1 March 2013, Queensland Rail launched the Rail Industry Worker Program (RIWP).

Under this program, all contractors who perform work deemed by Queensland Rail as a high risk to the safe operation of our railway must carry Rail Industry Worker (RIW) identification when performing work for Queensland Rail, and present this (on request) to a Rail Safety Officer or Regulator from the Office of the National Rail Safety Regulator, or a Queensland Rail representative.

The program is owned and endorsed by the Australasian Railway Association (ARA), of which Queensland Rail is a member, to provide a single national competency management system for everyone working in the rail industry. It meets regulatory requirements and complies with national rail safety law.

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## Do I need a RIW card?

Anyone who performs the roles outlined below for Queensland Rail must carry a RIW card when performing rail safety work for Queensland Rail or performing rail safety work on Queensland Rail property.

All new contractors who perform these roles are required to have this identification before commencing work.

**RIW cards can only be used for competency checks and do not entitle the holder to any additional privileges or benefits, nor do they grant the holder access to the rail corridor.**

**You will need a RIW card if your role could impact on the safe operation of our railway, including:**

- All contractors undertaking rail safety work, as defined under section 8 of the Rail Safety National Law (Note: there are no exceptions)
- Contractors performing work for Queensland Rail in the rail corridor

### Exclusions:

Those excluded from carrying Rail Industry Worker identification are:

Contractors who are:

- Working on station buildings with limited to no exposure to the danger zone
- Deliveries to the rail corridor outside the danger zone

- One-off entry to the rail corridor where contractors have completed a Rail Corridor Induction Checklist, are operating under a PO and where it is not reasonably practical to expect the contractor to obtain a RIW card due to the short term nature of their work in the rail corridor.
- External third parties (non-rail related) not contracted by Queensland Rail, such as telecommunications workers

There are no exceptions for rail safety workers.

## Am I a rail safety worker?

You are a rail safety worker if you perform any work defined under section 8 of the Rail Safety National Law (Queensland) Act 2017 as rail safety work that is of any of the following classes;

- driving or despatching rolling stock or another similar activity capable of controlling or affecting the movement of rolling stock;
- signalling (and signalling operations), receiving or relaying communications or another similar activity capable of controlling or affecting the movement of rolling stock;
- coupling or uncoupling rolling stock;
- maintaining, repairing, modifying, monitoring, inspecting or testing—
  - rolling stock, including checking that the rolling stock is working properly before being used; or
  - rail infrastructure;
- installation of components in relation to rolling stock;
- work on or about rail infrastructure relating to the design, construction, repair, modification, maintenance, monitoring, upgrading, inspection or testing of the rail infrastructure or associated works or equipment, including checking that the rail infrastructure is working properly before being used;
- installation or maintenance of—
  - a telecommunications system relating to rail infrastructure or used in connection with rail infrastructure; or
  - the means of supplying electricity directly to rail infrastructure, any rolling stock using rail infrastructure or to a telecommunications system;
- work involving certification as to the safety of rail infrastructure or rolling stock or any part or component of rail infrastructure or rolling stock;
- work involving the decommissioning of rail infrastructure or rolling stock or any part or component of rail infrastructure or rolling stock;
- work involving the development, management or monitoring of safe working systems for railways;
- work involving the management or monitoring of the safety of passengers on, in or at any railway;
- any other work that is prescribed by the national regulations to be rail safety work.

## How do I obtain a RIW card?

- Review the relevant competency matrices to identify the competencies you require. These matrices are available on the Queensland Rail Website - <http://www.queenslandrail.com.au/forbusiness/contractors>
- Complete any additional training requirements.
- Visit <https://www.riw.net.au/> to register for the program and apply for your card.

## How do I use the competency matrices to identify the competencies I require?

A competency matrix refers to core competencies specifically relevant to the rail safety worker task being performed.

Queensland Rail has mapped these for all rail safety worker tasks and they can be found in the [competency matrices](#) on the Queensland Rail website.

- Select the column with the relevant work description from the top row of the matrices.

- Follow this column down to see the relevant qualifications (use the key at the bottom to see whether the qualification is mandatory or only required when performing a specific task)

## What do I do if I can't find my role in the matrices?

If you can't find your role in the matrices we currently have listed on our website, and if you believe you fit within the scope outlined for the Rail Industry Worker Program, you should:

- advise Queensland Rail of the work you are contracted to perform by email to [railsafetyworker@qr.com.au](mailto:railsafetyworker@qr.com.au)

## What do I do if I need to obtain additional competencies?

If you require additional units of competency, you will need to contact a Registered Training Organisation (RTO) to obtain the relevant training.

### Trackside Safety training

Queensland Rail has in place contracts with training providers, who are licenced to deliver on the Trackside Safety competency requirements for Queensland Rail. Details for these providers can be found by clicking on or posting the below link into your internet search engine.

<http://www.queenslandrail.com.au/forbusiness/contractors>

## Why hasn't my statement of attainment for the Trackside Safety related competencies been accepted?

Due to the organisational specific content, which is contained within the Queensland Rail licensed Trackside Safety products delivered by the Queensland Rail licenced training providers, we are unable to accept courses delivered by another training provider.

We do recognise the national units of competence, however if this has been obtained by a provider other than Queensland Rail or one of the Queensland Rail licenced training providers, you will need to contact them to arrange for training to cover the organisational specific content.

A Recognition of Current Competence (RCC) process has been implemented for the suite of Protection Officer roles, which allow for the contractor to make application for a field assessment, administered by one of the Queensland Rail licenced training providers, if they meet the specific evidence requirements. The process is contained within the Trackside Safety Competency Matrix.

## What if I have workers who are still working towards their competencies or working to upgrade competencies?

Any contractor performing work on behalf of Queensland Rail must hold all mandatory competencies for that role before performing any work. This is a legal requirement. Upgrading currently held competencies should be undertaken as soon as possible.

You should check with your RTO as to whether current units of competency held are equivalent to the new unit or if further training is required.

## Do apprentices and trainees need a RIW card?

Apprentices and trainees working in the rail corridor will require a Rail Industry Worker card. They should obtain the 'working in the rail corridor' role from the Trackside Safety Competency Matrix.

Upon completion of their training, they can then add the relevant role to their profile and upload records of their competencies.

## If I have new contractors working for me, do they need to obtain a RIW card right away?

It is a requirement that contractors be able to provide proof of their competencies if requested by an authorised person (from either Queensland Rail or ONRSR).

Contractors who fall within the scope of the RIWP need to obtain a card prior to undertaking rail safety work.

## Do I need a RIW card if I am not performing rail safety work and the work I perform in the corridor is fenced off?

If you are not performing rail safety work and your work area is completely fenced off from the corridor, (and you do not need to access the corridor to access the fenced off work site) you will not require a Rail Industry Worker card at this stage.

## How do the National roles align to Queensland RAILS requirements?

National roles are currently focused on the Track & Civil, Civil Trades and Mobile Plant competence requirements. There are also roles called Operator, which are aligned to the requirements of each Rail Transport Operator as they are responsible for the operational aspects of their relevant rail network. They hold the rail accreditation under Rail Safety National Law which includes ensuring all rail safety aspects are met.

Rail Operator Role's are specific to the Rail Operator's requirements and are to be selected for the specific rail operator the person is working for. It is to be selected along with the relevant role aligned to the work the person is undertaking. For example QR Operator is selected with the Rail Labourer National role if this is the work being undertaken by the person.

## I require more information, who can I contact?

If you have any questions regarding Queensland Rail's participation in the Rail Industry Worker Program or competency requirements, email [RailSafetyWorker@qr.com.au](mailto:RailSafetyWorker@qr.com.au) or visit the Contractors page on the Queensland Rail website.

For general information about the Rail Industry Worker Program, including registering, applying and providing documentation, visit <https://www.riw.net.au/> email [info@riw.net.au](mailto:info@riw.net.au) or phone 1300 101 682.

For Rail Industry Worker Program enquires related to Aurizon, email [RailIndustryWorker@aurizon.com.au](mailto:RailIndustryWorker@aurizon.com.au) or visit <http://www.aurizon.com.au/OurBusiness/Pages/ARARailIndustryWorkerprogram.aspx>