Guideline

Trackside Safety Course Curriculum - Rail Industry Workers

MD-26-79

QUEENSLAND RAIL OFFICIAL

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QueenslandRail

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1 Purpose

This document has been developed to provide Queensland Rail's employees and contractors with an overview of the enterprise course curriculum for Trackside Safety courses, which includes:

- Target audience
- Learning outcomes
- Course qualifications
- Duration
- Queensland Rail's licensed provider.

On successful completion of the courses/qualifications listed in this document, contractors can register with the Rail Industry Worker Program via the Rail Industry Worker system for the various trackside safety roles identified within the Rail Industry Worker (RIW) Trackside Safety Matrix. Queensland Rail will have training histories updated by the relevant learning administrator.

For contractors, attendance and successful completion of the listed courses does not guarantee the learner a Queensland Rail - Rail Industry Worker (RIW) role. Learners must be part of a company contracted to Queensland Rail to provide the work defined in the various Competency Matrices.

1.1 Business or technical need

1.1.1 Training and Assessment

1.1.1.1 Enterprise alignment

All trackside safety training associated with roles specific to Queensland Rail are aligned to the enterprise requirements of the organisation. These requirements are specific to Queensland Rail's safeworking systems and procedures.

For contractors, Queensland Rail has licensing arrangements in place with Registered Training Organisations (RTOs) to deliver on these specific enterprise requirements.

1.1.1.2 National alignment

While all trackside safety training associated with roles specific to Queensland Rail are aligned to the enterprise requirements of the organisation, most of the courses contained within this curriculum document also align to national units of competence.

Queensland Rail and its licenced RTOs do recognise units of competence delivered by other RTOs, however contractors and employees are also required to complete all identified training as it is aligned to the specific enterprise requirements of Queensland Rail, unless Recognition of Enterprise Requirements (RER) Process can be demonstrated to the organisation's evidence criteria.

1.1.1.3 Assessment outcome

Contractor participants of the trackside safety courses will be issued, on successful completion, a "Statement of Attainment" listing the units of competence achieved. Additionally, a "Certificate of Attendance" for Queensland Rail specific trackside safety courses will be issued by the licensed RTO.

Both of these documents, along with a copy of the Psychometric Test certificate (where applicable) must be registered with the RIW system to allow a contractor to apply for a Queensland Rail RIW role.

1.1.1.4 Licensed Training Providers

Queensland Rail currently has in place a licensing arrangement with the following RTOs, to deliver its trackside safety enterprise specific courses:

https://www.queenslandrail.com.au/forbusiness/contractors/Railworkers

2 Requirements of this Guideline

2.1 Trackside Safety Course Overview

2.1.1 Safely access the rail corridor (QNRP)

Target audience: Queensland Rail employees or contractors who are required to regularly access the rail corridor as part of their role.

Summary: This course is aligned to the specific requirements of Queensland Network Rules and Procedures (QNRP) Standard MD-12-189.

It is designed to give learners the skills and knowledge required to safely enter and navigate around the rail corridor and danger zone with the permission of the access provider, in accordance with legislative and regulatory requirements. It includes following the policies, procedures and protocols of the access provider for situational awareness and rail safety, and to operate under local track protection rules in accordance with safe working and regulatory requirements and workplace procedures, including accessing and interpreting information about track protection requirements, carrying out assigned protection and/or work activities, and responding appropriately to safety incidents and abnormal situations within the limits of personal responsibility.

On successful completion of this course learners will obtain a Queensland Rail enterprise qualification as well as the national units of competency:

- TLIF0020 Safely Access the rail corridor

Learning Outcomes: At the successful completion of this section participants will have the knowledge & understanding of the following as they relate to their job role:

- Demonstrate how to safely access and work in the Rail Corridor
- Identify components of the Rail Corridor
- Identify minimum sighting distances
- Identify safety hazards, risks and controls used in the Rail Corridor
- Identify and report unsafe situations within the rail environment

Duration: 8 hours

Reaccreditation: 3 years

Assessment method: The learners will be assessed to determine their competence using both a theory and practical assessment.

Licensed Providers: Visit the Queensland Rail website for a list of currently licensed training providers: https://www.queenslandrail.com.au/forbusiness/contractors/Railworkers

Prerequisites: Nil

2.1.2 Communications (QNRP)

Target audience: Queensland Rail employees or contractors who are required to communicate with Network Controllers, Rail Traffic Crew and other workers within the Queensland Rail Network

Summary: This course is aligned to the specific requirements of Queensland Network Rules and Procedures (QNRP) Standard MD-12-189.

On successful completion of this course learners will obtain a Queensland Rail enterprise qualification as well as the national units of competency:

- TLIE2007 Use communications systems.
- TLIF0008 Apply safety critical communications in the rail environment

Learning Outcomes: At the successful completion of this course, the learner will have the knowledge and skills to perform the following as they relate to their job role within Queensland Rail:

- Apply Queensland Network Rules and Procedures
- Apply safety critical communications
- Apply effective communication techniques
- Use electronic communication systems safely
- Check and test communication equipment
- Send and receive electronic communication messages, including emergency messages
- Receive and complete written communications.

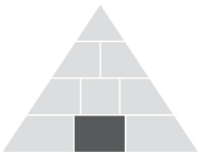
Duration: 7 hours

Reaccreditation: 3 years

Assessment method: The learners will be assessed to determine their competence using both a theory and practical assessment.

Licensed Providers: Visit the Queensland Rail website for a list of currently licensed training providers: https://www.queenslandrail.com.au/forbusiness/contractors/Railworkers

Prerequisites: Nil.



2.1.3 Lookout Working (QNRP)

Target audience: Queensland Rail employees or contractors who are required to perform the role of a Lookout when lookout working is being used as a protection method for a worksite.

Summary: This course is aligned to the specific requirements of Queensland Network Rules and Procedures (QNRP) Standard MD-12-189.

On successful completion of this course learners will obtain a Queensland Rail enterprise qualification as well as the national unit of competency:

- TLIF0027 Perform lookout duties

Learning Outcomes: At the successful completion of this section learners will have the knowledge & understanding of the following as they relate to their job role:

- Describe the roles and responsibilities of a Lookout
- Explain how Lookouts communicate with the workgroup, other Lookouts, supervisors and the Protection Officer
- Explain and communicate the minimum sighting distance through a Prestart Safety Briefing
- Explain what a Lookout can and cannot do, in different parts of the Network
- Advise workers to clear the track
- Acknowledge the rail traffic whistle
- Stop rail traffic in an emergency

Duration: 6 hours

Reaccreditation: 3 years

Assessment method: The learners will be assessed to determine their competence using both a theory and practical assessment.

Licensed Providers: Visit the Queensland Rail website for a list of currently licensed training providers: https://www.queenslandrail.com.au/forbusiness/contractors/Railworkers

Prerequisites:

- NHS Category 3 Health Assessment
- Safely Access the Rail Corridor

2.2 Railway Track Signals (QNRP)

Target audience: Queensland Rail employees or contractors who are required to use railway track signals to warn workers of oncoming rail traffic.

Summary: This course is aligned to the specific requirements of Queensland Network Rules and Procedures (QNRP) Standard MD-12-189.

On successful completion of this course learners will obtain a Queensland Rail enterprise qualification as well as the national unit of competency:

- TLIF2097 Use audible track warning devices

Learning Outcomes: At the successful completion of this section participants will have the knowledge & understanding of the following as they relate to their job role:

- Identify Railway Track Signals
- Demonstrate the appropriate actions to take when working with Rail Track Signals
- Demonstrate safety requirements when working with Railway Track Signals
- Explain the actions required if Railway Track Signals are stolen or go missing
- Explain the process for disposing Railway Track Signals

Duration: 8 hours

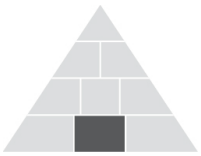
Reaccreditation: 3 years

Assessment method: The learners will be assessed to determine their competence using both a theory and practical assessment.

Licensed Providers: Visit the Queensland Rail website for a list of currently licensed training providers: https://www.queenslandrail.com.au/forbusiness/contractors/Railworkers

Prerequisites:

- Safely Access the Rail Corridor
- NHS Category 3 Health Assessment



2.2.1 Handsignaller (QNRP)

Target audience: Queensland Rail employees or contractors who are required to warn and signal rail traffic using handsignalling equipment.

Summary: This course is aligned to the specific requirements of Queensland Network Rules and Procedures (QNRP) Standard MD-12-189.

On successful completion of this course learners will obtain a Queensland Rail enterprise qualification as well as the national unit of competency:

- TLIF2082 Perform handsignaller duties

Learning Outcomes: At the successful completion of this section learners will have the knowledge & understanding of the following as they relate to their job role:

- Identify equipment required to handsignal
- Demonstrate the display of hand, flag and light signals
- Identify the correct location and safe position to stand when handsignalling

Duration: 4 hours

Reaccreditation: 3 years

Assessment method: The learners will be assessed to determine their competence using both a theory and practical assessment.

Licensed Providers: Visit the Queensland Rail website for a list of currently licensed training providers: https://www.queenslandrail.com.au/forbusiness/contractors/Railworkers

Prerequisites:

- NHS Category 1 Health Assessment
- Psychometric Testing for Handsignaller
- Safely Access the Rail Corridor
- Communications (QNRP)
- Railway Track Signals (QNRP)

2.2.2 In-Field Protection (QNRP)

Target audience: Queensland Rail employees or contractors who are required to place stop signs to prevent the entry of rail traffic into a worksite (except for rail traffic and/or track machines associated with the work).

Summary: This course is aligned to the specific requirements of Queensland Network Rules and Procedures (QNRP) Standard MD-12-189.

On successful completion of this course learners will obtain a Queensland Rail enterprise qualification as well as the national unit of competency:

- TLIW2039 Place and remove permanent way stop boards

Learning Outcomes: At the successful completion of this section participants will have the knowledge & understanding of the following as they relate to their job role:

- Identify types of In-field Protection
- Position In-field STOP signs and STOP AHEAD signs

Duration: 6 hours

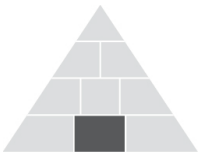
Reaccreditation: 3 years

Assessment method: The learners will be assessed to determine their competence using both a theory and practical assessment.

Licensed Providers: Visit the Queensland Rail website for a list of currently licensed training providers: https://www.queenslandrail.com.au/forbusiness/contractors/Railworkers

Prerequisites:

- Safely Access the Rail Corridor
- Communications (QNRP)
- Railway Track Signals (QNRP)



2.2.3 Clipping of Points (QNRP)

Target audience: Queensland Rail employees or contractors who are required to clip and secure points to prevent their movement in emergencies and for the protection of workers at a worksite.

Summary: This course is aligned to the specific requirements of Queensland Network Rules and Procedures (QNRP) Standard MD-12-189.

On successful completion of this course learners will obtain a Queensland Rail enterprise qualification as well as the national unit of competency:

- TLIW2037 Clip and secure points

Learning Outcomes: By the end of this module, learners will be able to:

- Secure points
- Fit a points clip
- Remove points clips

Duration: 3.5 hours

Reaccreditation: 3 years

Assessment method: The learners will be assessed to determine their competence using both a theory and practical assessment.

Licensed Providers: Visit the Queensland Rail website for a list of currently licensed training providers: https://www.queenslandrail.com.au/forbusiness/contractors/Railworkers

Prerequisites:

- NHS Category 3 Health Assessment
- Psychometric Testing for Clipping of Points
- Safely Access the Rail Corridor
- Communications (QNRP)

2.2.4 Temporary Speed Restrictions (QNRP)

Target audience: Queensland Rail employees or contractors who are required to place rail track signs to indicate the rail traffic there is a temporary speed restriction in place due to an emergency, weakening of the track or maintenance.

Summary: This course is aligned to the specific requirements of Queensland Network Rules and Procedures (QNRP) Standard MD-12-189.

On successful completion of this course learners will obtain a Queensland Rail enterprise qualification as well as the national unit of competency:

- TLIW2038 Place and remove temporary speed restriction equipment

Learning Outcomes: At the successful completion of this course, the learner will have the knowledge and skills to perform the following as they relate to their job role within Queensland Rail:

- Plan for safety following Queensland Network Rules and Procedures
- Identify types of Temporary Speed Restriction equipment
- Place Temporary Speed Restriction equipment
- Remove Temporary Speed Restriction equipment

Duration: 4 hours

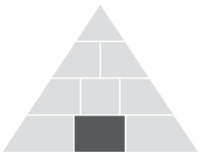
Reaccreditation: 3 years

Assessment method: The learners will be assessed to determine their competence using both a theory and practical assessment.

Licensed Providers: Visit the Queensland Rail website for a list of currently licensed training providers: https://www.queenslandrail.com.au/forbusiness/contractors/Railworkers

Prerequisites:

- NHS Category 3 Health Assessment
- Safely access the rail corridor
- Communications (QNRP)



2.2.5 Rail Corridor Protection Officer (RCPO) (QNRP)

Target audience: Any Rail Safety worker conducting the duties of a Rail Corridor Protection Officer in the course of their job role.

Summary: This course is aligned to the specific requirements of Queensland Network Rules and Procedures (QNRP) Standard MD-12-189.

On successful completion of this course learners will obtain a Queensland Rail enterprise qualification as well as the national unit of competency:

- TLIF0023 Conduct track protection assessment

Learning Outcomes: On successful completion of this unit learners will have the following knowledge and skills:

- Plan work in the rail corridor outside the danger zone
- Establish a worksite in the rail corridor
- Establish the best protection level required for workers and equipment for the worksite

Duration: 6 hours

Mentoring: 3 events and minimum 3 months

Utilisation: To be completed upon successful completion of theory assessment and mentoring events.

Reaccreditation: 3 years – field assessment of monitoring events maintained. If not, full retraining is required.

Monitoring: 3, 6 & 12 months for first time qualified and then annually from date of first being qualified.

Assessment method: The learners will be required to:

- Successfully complete a theory assessment in the classroom,
- Complete a mentoring process in the field prior to being practically assessed
- Successfully complete a practical assessment

Licensed Providers: Visit the Queensland Rail website for a list of currently licensed training providers: https://www.queenslandrail.com.au/forbusiness/contractors/Railworkers

Prerequisites:

- NHS Category 3 Health Assessment
- Safely access the rail corridor
- Communications (QNRP)

2.2.6 Key Switching Signals (QNRP)

Target audience: Queensland Rail employees or contractors who are required to secure a signal at stop or disable a signal route in the field by operating the switching device.

Summary: This course is aligned to the specific requirements of Queensland Network Rules and Procedures (QNRP) Standard MD-12-189.

On successful completion of this course learners will obtain a Queensland Rail enterprise qualification.

Learning Outcomes: On successful completion of this unit learners will have the following knowledge and skills:

- How to identify the Switch and Signal
- Procedure to follow when key switching a signal

Duration: 1.5 hours

Reaccreditation: 3 years

Assessment method: The learners will be required to:

- Successfully complete a theory assessment in the classroom.

Licensed Providers: Visit the Queensland Rail website for a list of currently licensed training providers: https://www.queenslandrail.com.au/forbusiness/contractors/Railworkers

Prerequisites:

- In-field Protection
- Safely access the rail corridor
- Communications
- Railway track signals

2.2.7 Working in the Electrified Territory

Target audience: Queensland Rail employees or contractors who are required to perform work in Queensland Rail's network that is electrified to provide for rail traffic traction power.

Summary: The purpose of this course is to provide learners with knowledge of the electric traction system and how to work safely in the electrified territory to prevent injuries. This course will provide Queensland Rail staff and contractors with a general knowledge of the traction system and of electrical related risks and hazards that they may be exposed to during the course of their duties.

On successful completion of this course learners will obtain a Queensland Rail enterprise qualification.

Learning Outcomes: On successful completion of this unit learners will have the following knowledge and skills:

- Describe how the Electrical Traction System operates
- Identify common electrical and safety terminology
- Outline legislative obligations and requirements for working in the electrified territory and around the Overhead Line Equipment
- Identify emergency situations and describe the process to be followed

Duration: 4 hours

Reaccreditation: 3 years

Assessment method: The learners will be required to:

- Successfully complete a theory assessment in the classroom.

Licensed Providers: Visit the Queensland Rail website for a list of currently licensed training providers: https://www.queenslandrail.com.au/forbusiness/contractors/Railworkers

2.2.8 Protection Officer (QNRP)

Target audience: Queensland Rail employees or contractors who have been employed as Protection Officers, or who are required to perform the task of Protection Officer.

Summary: This course is aligned to the specific requirements of Queensland Network Rules and Procedures (QNRP) Standard MD-12-189.

Protection Officer Queensland Network Rules & Procedures (QNRP)

The training addresses safeworking and task requirements for the roles and responsibilities of workers who are required to assess, plan and implement trackside safety protection for themselves, or workgroups as defined by Queensland Network Rules and Procedures (QNRP).

On successful completion of this course learners will obtain a Queensland Rail enterprise qualification as well as the national units of competency:

- TLIL3082 Implement absolute signal blocking
- TLIE0002 Process workplace documentation
- TLIE2029 Conduct workplace information briefings
- TLIF0023 Conduct track protection assessment
- TLIG0003 Work effectively with others
- TLIE0009 Carry out basic workplace calculations
- TLIW0007 Operate under track protection rules

Non-aligned enterprise qualification of Non-Technical Skills Development Program (NTSDP) is delivered within this course and is a requirement to attain the Protection Officer qualification.

Learning Outcomes: At the successful completion of this unit/s learners will have the following knowledge and skills:

- Describe the role and responsibilities of a Protection Officer (PO)
- Use the Rules and Procedures to obtain relevant information for PO activity
- Identify key considerations in their area of operation (Walking in the danger zone)
- Describe the methods and types of protection relevant to given situations
- Undertake the requirements for planning for protection
- Undertake the requirements for implementing and managing protection

Duration: 9.5 days

Mentoring: 8 events and minimum 3 months

Reaccreditation: 3 years – field assessment of monitoring events maintained. If not full retraining is required.

Utilisation: To be completed upon successful completion of theory assessment and mentoring events.

Monitoring: 3, 6 & 12 months for first time qualified and then annually from date of first being qualified.

Assessment method: The learners will be required to:

- Successfully complete 6 theory assessments in the classroom
- Complete a mentoring process in the field prior to being practically assessed
- Successfully complete a practical assessment

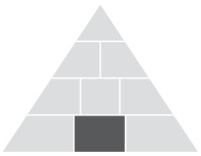
Licensed Providers: Visit the Queensland Rail website for a list of currently licensed training providers: https://www.queenslandrail.com.au/forbusiness/contractors/Railworkers

Prerequisites:

- NHS Category 3 Health Assessment
- Psychometric Testing for Protection Officer
- Safely access the rail corridor

Communications (QNRP)

Non-Technical Skills Development Program (NTSDP)



2.2.9 Managing Multiple Worksites (QNRP)

Target audience: Qualified Protection Officers who are required to perform the task of Managing Multiple Worksites and Workgroups.

Summary: This course is aligned to the specific requirements of Queensland Network Rules and Procedures (QNRP) Standard MD-12-189.

This course is designed to provide learners with the knowledge and skills required to plan and coordinate worksite protection for multiple worksites within the limits of a Protection Method. It is an elective for Protection Officers who will be performing this task as part of their role.

On successful completion of this course learners will obtain a Queensland Rail enterprise qualification as well as the national unit of competency:

TLIL4069 - Plan and coordinate protection for multiple worksites within limits of a work on track authority

Learning Outcomes: At the successful completion of this unit learners will have the following knowledge and skills:

- Identify protection requirements for multiple worksites
- Compile and maintain Multiple Workgroups Register Form MD-14-168
- Compile and maintain a Form SW07 Worksite Permit MD-11-154
- Establish protection requirements for multiple worksites
- Ensure workgroups safely enter and exit the worksite
- Handover worksite protection

Duration: 1 day

Mentoring: 4 events and minimum 3 months

Reaccreditation: 3 years – field assessment of monitoring events maintained. If not, full retraining is required.

Utilisation: To be completed upon successful completion of theory assessment and mentoring events.

Monitoring: 3, 6 & 12 months for first time qualified and then annually from date of first being qualified.

Assessment method: The learners will be required to:

- Successfully complete a theory assessment in the classroom,
- Complete a mentoring process in the field prior to being practically assessed
- Successfully complete a practical assessment

Licensed Providers: Visit the Queensland Rail website for a list of currently licensed training providers: https://www.queenslandrail.com.au/forbusiness/contractors/Railworkers

Prerequisites:

- NHS Category 3 Health Assessment
- Psychometric Testing for Protection Officer
- Protection Officer
- In-field Protection
- Clipping of Points
- Railway Track Signals

2.2.10 Managing Rail Traffic (QNRP)

Target audience: Qualified Protection Officers who are required to perform the task of Managing Rail Traffic Movements within a Track Authority.

Summary: This course is aligned to the specific requirements of Queensland Network Rules and Procedures (QNRP) Standard MD-12-189.

This course is designed to provide learners with the knowledge and skills required to pilot rail traffic within Track Authority limits. It is an elective course for Protection Officers who will be performing this task as part of their role.

On successful completion of this course learners will obtain a Queensland Rail enterprise qualification as well as the national unit of competency:

TLIC0025 Pilot rail traffic within work on track authority limits

Learning Outcomes: At the successful completion of this unit learners will have the following knowledge and skills:

- Explain and demonstrate the process for rail traffic entering the Track Authority
- Explain and demonstrate the process for rail traffic required to be stabled within the limits of a Protection Method
- Explain and demonstrate the process for rail traffic moving within the Track Authority
- Explain and demonstrate the process for rail traffic departing the Track Authority

Duration: 4 hours

Mentoring: 4 events and minimum 3 months

Reaccreditation: 3 years – field assessment of monitoring events maintained. If not, full retraining is required.

Utilisation: To be completed upon successful completion of theory assessment and mentoring events.

Monitoring: 3, 6 & 12 months for first time qualified and then annually from date of first being qualified.

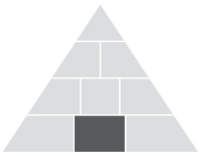
Assessment method: The learners will be required to:

- Successfully complete a theory assessment in the classroom,
- Complete a mentoring process in the field prior to being practically assessed
- Successfully complete a practical assessment

Licensed Providers: Visit the Queensland Rail website for a list of currently licensed training providers: https://www.queenslandrail.com.au/forbusiness/contractors/Railworkers

Prerequisites:

- NHS Category 3 Health Assessment
- Psychometric Testing for Protection Officer
- Protection Officer
- Infield Protection
- Clipping of Points
- Railway Track Signals



2.2.11 Temporary Traction Bond Enterprise Training

Target audience: Qualified workers performing duties (like cutting rail) in electrified areas whilst maintaining safe work practices.

Summary: This course is aligned to the specific requirements of Queensland Network Rules and Procedures (QNRP) Standard MD-12-189.

This course provides the knowledge and skills required to apply and remove temporary traction bonds so that workers can perform their duties (like cutting rail) in electrified areas whilst maintaining safe working practices.

On successful completion of this course learners will obtain a Queensland Rail enterprise qualification.

Learning Outcomes: At the successful completion of this unit learners will have the following knowledge and skills:

- state the reasons for the use of Temporary Traction Bonds in electrified areas
- identify the components of a Temporary Traction Bond
- state the inspection procedure before applying a Temporary Traction Bond
- correctly select the location to apply a Temporary Traction Bond
- select the correct PPE to apply/remove a Temporary Traction Bond
- install/remove a Temporary Traction Bond to/from a section of track

Duration: 8 hours

Reaccreditation: 3 years.

Utilisation: To be completed upon successful completion of theory assessment and practical assessment.

Assessment method: The learners will be required to:

- Successfully complete a theory assessment in the classroom
- Successfully complete a practical assessment in the classroom

Licensed Providers: Visit the Queensland Rail website for a list of currently licensed training providers: https://www.queenslandrail.com.au/forbusiness/contractors/Railworkers

Prerequisites:

- NHS Category 3 Health Assessment
- Safely access the rail corridor
- Working in the electrified territory

2.2.12 RCS Stabling Area Protection - Coded Points Locking Enterprise Training

Target audience: Qualified workers working in RCS Stabling Areas (NGR Stabling locations), therefore Alstom employees and workers at Stations that conduct work at those locations.

Summary: This course is aligned to the specific requirements of Queensland Network Rules and Procedures (QNRP) Standard MD-12-189.

This course will ensure that learners have the skills and knowledge to safely and correctly perform the duties of an Authorised Worker to apply Coded Points Locking as a protection method in RCS Stabling Area's according to legislation, rules and procedures.

On successful completion of this course learners will obtain a Queensland Rail enterprise qualification.

Learning Outcomes: At the successful completion of this unit learners will have the following knowledge and skills:

- Describe the role and responsibilities of a Protection Officer, Authorised Worker and Officer In Charge (OIC)
- Apply effective communication techniques
- Use the Rules and Procedures to obtain relevant information for Coded Points Locking activity
- Identify key considerations for working in RCS Stabling Areas
- Identify key assurance of location identifiers for verification
- Undertake the requirements for implementing and managing protection, including:
- Communicate appropriate details with other parties including Officer in Charge (OIC)
- Receive and complete written communications
- Pre-requisite protection requirements (e.g. rollingstock movement lockout device if applicable) and requirements to place and remove protection

Duration: 6 hours

Reaccreditation: 3 years.

Utilisation: To be completed upon successful completion of theory assessment and practical assessment.

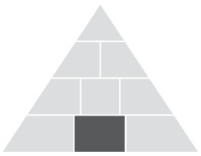
Assessment method: The learners will be required to:

- Successfully complete a theory assessment in the classroom,
- Successfully complete a practical assessment

Licensed Providers: Visit the Queensland Rail website for a list of currently licensed training providers: https://www.queenslandrail.com.au/forbusiness/contractors/Railworkers

Prerequisites:

- NHS Category 3 Health Assessment
- Safely access the rail corridor
- Working in the electrified territory



2.2.13 Non-Technical Skills Development Program -Enterprise Training

Target audience: Workers requiring Non-Technical Skills Development Program competency. This is a competency requirement to support the Protection Officer qualification requirement.

Summary: This course is aligned to the specific requirements of Queensland Network Rules and Procedures (QNRP) Standard MD-12-189.

This course is developed to supply information and practical strategies to remember and apply non-technical skills in the context of the learner's role. This course focuses on the non-technical skills (NTS) of communication, leadership, teamwork, workload management, situation awareness, and decision making. The course evaluates NTS through the lens of threat and errors management (TEM). The course purpose is to develop strategies to improve safety and performance.

Learning Outcomes: At the successful completion of this unit learners will have the following knowledge and skills:

- Remember, apply, and analyse threats, errors and find options for management strategies
- Remember, apply, and analyse effective communication
- Remember, apply, and analyse teamwork and leadership
- Remember, apply, and analyse management of workload
- Remember, apply, and analyse situational awareness and decision making

Duration: 7.6 hours

Reaccreditation: 3 years.

Utilisation: Learners must attend and take part in all modules. Learners must complete questions and reflections contained within the learner's guide.

Assessment method: Learners must attend and take part in all modules. Learners must complete questions and reflections contained within the learner's guide.

Licensed Providers: Visit the Queensland Rail website for a list of currently licensed training providers: https://www.queenslandrail.com.au/forbusiness/contractors/Railworkers

Prerequisites:

Nil

3 Terms and definitions

The following key terms and definitions are unique to this Guideline. Please refer to the Business Glossary for other terms not included in this section.

Term	Definition	Source[1]
Competency Matrices	A matrix that specifies the competencies required for a role and notes the matrices are available on the Queensland Rail internal portal and external website	
Enterprise Qualification	An **essential internal training** requirement designed to satisfy an internal purpose. It **must be held before** the employee undertakes any work requiring that level of training, and provides the learning outcomes to meet operational specifications to address: • organisational or business area specific risk, strategy, or priorities; and • primary role specific requirements not in the Mandatory Requirement category. It is **reportable on the Learning Compliance Report for the Executive Safety Committee**.	
QNRP	Queensland Network Rules and Procedures	
Rail Industry Worker (RIW)	A program that provides training, certification, and competency management for workers in the rail industry to ensure safety and compliance. It includes an identification card for qualified workers	

[1] Where left blank, Source is not applicable.

4 Appendices

Appendix 1 – Related documents

Queensland Rail documents

Document type	Document title
Principle	N/A
Standard	MD-10-199 Safeworking Training MD-10-191 Electric Traction Systems (ETSS) MD-11-309 Protection Officer Training and Perpetual Accreditation MD-12-189 Queensland Network Rules and Procedures (QNRP)
Strategy / Plan	N/A
Specification / Framework	MD-25-270 Training and Assessment Categories
Procedure	MD-13-79 Business rules for management of Rail Industry Worker Contractors
Instruction	MD-17-542 Learning compliance reporting and scheduling of required training
Guideline	MD-20-392 Determining requirements for Rail Safety Workers
Form / Template	MD-11-154 Form SW07 Worksite Permit MD-14-168 Multiple Workgroups Register