

# **Safety Critical Communications**

## Guideline





## RISSB RAIL INDUSTRY SAFETY AND STANDARDS BOARD

## **Notice to Users**

This RISSB product has been developed using input from rail experts from across the rail industry and represents good practice for the industry. The reliance upon or manner of use of this RISSB product is the sole responsibility of the user who is to assess whether it meets their organisation's operational environment and risk profile.

### **Document Control**

#### Identification

Document Title	Version	Date
Safety Critical Communications	1.0	31 January 2018

#### **Document History**

Publication Version	Effective Date	Reason for and Extent of Change(s)
First version	31 January 2018	First Published

## Copyright

### © RISSB

All rights are reserved. No part of this work may be reproduced or copied in any form or by any means, electronic or mechanical, including photocopying, without the written permission of RISSB, unless otherwise permitted under the Copyright Act 1968.



## **Contents**

Introduction			
Purpose	Purpose		
	Scope & Application		
Definitio	Definitions		
Referen	ces	6	
Safety Critical	I Communications - General	7	
	Introduction		
	Contribution to Incidents		
	Communications – a Model		
	Error Types in Communications		
	nication Failure Contributing Factors		
Work En	vironment and Equipment	12	
	I Communications – Strategies for Management		
	sibilities		
	nent and Selection Processes		
	Rail Safety Critical Communication Protocols		
	The Lead Communicator		
	Training and Competence		
	Assessment		
	nd Threat and Error Management (TEM)		
	nication Task Aids		
	ng of Communications		
	Critical Communications Equipment		
-	Safety Critical Communications		
	gnals		
Appendix A	Safety Critical Communication Procedure		
Appendix B	Emergency Communication Protocol		
Appendix C	Standard Terms		
Appendix D	Phonetic Alphabet		
Appendix E	Spoken Numbers		
Appendix F	The 24-Hour Clock		

## Introduction

RISSB

Safety Critical Communications are an integral part of the safe and efficient operation of rail networks around Australia.

A goal of the Australian rail industry is for rail traffic to move safely, efficiently, and effectively within and between networks and ensuring the protection of all rail personnel.

Communications have long been known to be a key contributory factor in safety incidents in general. The railways are no exception as evidenced by a number of studies in the UK (Lowe & nock 2007, ORR, Dickinson 2008, Shanahan et al., 2007). The exact number is subject to considerable variance (ranging from 90% - 30%) given the number of other contributory factors at play in most incidents. More recent studies in Australia indicate a similar variance.

Even given the variance in these studies and their conclusions, there is no doubt that effective communication plays a crucial role in ensuring safety. Communication is a major part of good working practices and systems, particularly where people are distributed throughout a geographically spread environment with constantly changing risk in the form of moving rolling stock and highly mobile work forces.

The term 'Safety Critical Communications' is included in the 'Definitions' below. However, this guideline seeks to ensure that all users recognise that the practice of good communications should be extended to cover a range of other areas including (but not limited to) the following activities:

- Emergency situation communications;
- All 'Safeworking' communications including (but not limited to):
  - Proceed Authority;
  - Work on Track Authority;
  - Train Running Information;
  - A Condition Affecting the Network.
- Pre-Start Briefings;
- Permit to Work (e.g. Electrified Territory);
- Shift change handover information;
  - Safeworking documentation and logs.

The consideration is whether the result of a failure in communication and the message being transmitted by whatever medium, such as radio, telephone, signal or writing, could result in an incident.

In addition, it should also be considered that where a reason for communication can originate from a 'non-safety critical' situation, there is potential for any miscommunication to evolve into a safety critical situation. For this reason, it is recommended that all communication processes follow the protocols contained in this guideline at all times regardless of the reason for the communication.

Another advantage of ensuring the formality of communication at all times, is that it will aid in ensuring that the persons who are communicating maintain consistency. This means they always use the same language structure and there is no need for them, 'in the heat of the moment', such as an emergency, to be considering which communications protocol to be using.