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**RISSB Product Proposal Form**

*RISSB will use the information in this form to identify priorities for development of products. It will assist the rail industry achieve desired levels of safety and productivity.*

*Please make your submission as thorough as possible to assist good decision making. We also strongly encourage you to discuss the proposal with RISSB managers prior to final submission.*

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| **Proposers Details** |
| Name and Position: |
| Organisation: |
|  |  |
| **Primary information:** |
| Title of product being suggested: |  |
| Type of product being suggested: | *(Standard / Code of Practice / Guideline)[[1]](#footnote-1)* |
| Primary reason for suggestion: | [ ]  Identified risk |
| [ ]  Significant change in technology |
| [ ]  New or emerging technology/ies |
| [ ]  Increased Regulatory or stakeholder focus[ ]  Improve harmonisation / interoperability |
| [ ]  Observed deficiency (e.g. from an investigation) |
| Provide any other comments on why you believe the product is needed: |  |
| Railway discipline area: | *(Infrastructure, Rolling Stock, Train Control, Operations, Safety)*  |
| **Objective:**  |
| *(The objective states the purpose the product is intended to serve. The objective shall be presented in a brief ‘what/for whom/why’ format.)*  |
| **Scope:** |
| *(Define without ambiguity the subject of the product and the aspects covered, thereby indicating the limits of applicability of the product or parts of it.)**(Describe the full extent of the subject matter the product would deal with or is relevant to. It may be necessary for you also to describe items that you intend to be out of scope. Be as descriptive/clear as possible. Aim for at least 300 words.)* |
| **Consultation:** |
| Who have you consulted on this proposal? | [ ]  Only internally in my organisation |
| [ ]  With other rail companies of similar operations |
| [ ]  With other organisations associated with the rail industry |
| [ ]  With a RISSB Standing Committee |
| If you have consulted with other organisations could you describe the extent of that consultation and what their support was based on. If it was a Standing Committee did they support the proposal? |  |
| Are you aware of any international standards covering this proposal? |  |
| **Risks:** *(What are the key risks that this proposal will address; proposers are invited to consult RISSB’s ARRM – the Australian Rail Risk Model.)* |
| 1 |  | 6 |  |
| 2 |  | 7 |  |
| 3 |  | 8 |  |
| 4 |  | 9 |  |
| 5 |  | 10 |  |
| **Benefits:** *(Enter wherever applicable in below categories.)* |
| **Safety***Describe how the product could contribute benefits to safety risk. This could include benefits in terms of one or more of the following –** *measurable improvements in safety (reduced risk, fewer safety failings)*
* *advancement of the health, safety and wellbeing of the industry / community*
* *reduce safety risk so far as is reasonably practicable.*

*Where possible be quantitative.* |
| Is this proposal dealing with a risk identified as part of an internal investigation? | Y [ ]  N [ ]  |
| Is this proposal dealing with a risk identified in an external investigation? | Y [ ]  N [ ]  |
| Is this proposal looking to enable the use of new technology to control a risk? | Y [ ]  N [ ]  |
| **Interoperability / harmonisation[[2]](#footnote-2)***Describe how the product could support interoperability / harmonisation. How wide would you expect adoption to be – RISSB products are for national application. Would your organisation be able to adopt the product? Where possible be quantitative.* |
| **Financial***Describe how the product would increase efficiency/productivity/affordability.* * *How it would drive out cost. What would it cost to implement the product – change systems/training etc.*
* *How it might support innovation, trade, and economic benefits, or increase competitiveness*

*Where possible be quantitative.* |
| **Implementation** *Please describe whether the changes that arise from the proposal will require major implementation plans and/or costs; or whether they can be phased in over time as assets or systems are replaced; and your view of the attractiveness of the proposal to organisations other than your own.* |
| Will this require training to implement?If so, will the training be required for: | Y [ ]  N [ ]  |
| A small number of technical people (e.g. technicians)? | Y [ ]  N [ ]  |
| A larger number of people in a single discipline (e.g. all rolling stock maintainers)? | Y [ ]  N [ ]  |
| Many employees across multiple disciplines (e.g. a major rule change)? | Y [ ]  N [ ]  |
| Will it require the use of new technology that will give rise variation to accreditation requirements? | Y [ ]  N [ ]  |
| **Environmental***Describe how the product might contribute to protection of the natural environment.* |
| Which area of environmental management is it targeting: | [ ]  Noise |
| [ ]  Emissions |
| [ ]  Energy use or source |
| [ ]  Protection of water and vegetation |
| **Impacts:** |
| *Describe any foreseeable impacts, constraints, problems, etc. which might impact development / implementation of this product? Could include: size / difficulty of task, legacy issues, need for specialist resources, etc. We are especially interested in your views of the likelihood other industry participants will join the development group.* |
| **Reference / source materials:** *(This is very important; it will directly impact the tone/style/flavour of the product. It will also have an impact on the research we undertake and therefore impact timescales/cost. It may also be useful to identify reference / source materials that should be avoided.)* |
| Reference / source material | Available from |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

1. **Definitions**

A ***Guideline*** is a set of informative guidance. It is not normative but informative.

A ***Code of Practice*** is a set of descriptions. It is the “how” one can meet a higher-level requirement (either of a Standard, or a piece of Legislation). It is normative, but by its nature can contain several options about how to achieve compliance with the higher-level requirement. It can also have some informative guidance within it if it is more practical than writing a separate guideline.

A ***Standard*** is a set of requirements only. It is the “what” must be done to claim compliance to the standard. It is normative. It can also contain optional and/or supplementary requirements, but they still should be worded as requirements. [↑](#footnote-ref-1)
2. **Definitions**

***Interoperability*** is the ability of a process, system or a product to work with other process, systems or products (aka compatible systems through managed interfaces).

***Harmonisation*** - the act of bringing into agreement so as to work effectively together (aka uniformity of systems). [↑](#footnote-ref-2)