

Developr

بې در. کې کړ **Development and maintenance** of network rules

netwo

Code of Practice



This Rail Industry Safety and Standards Board (RISSB) product has been developed using input from rail experts from across the Rail Industry. RISSB wishes to acknowledge the positive contribution of all technical developments and development group representatives who participated in the development of this product.

The RISSB Development Group for this Code of Practice consisted of representatives from the following organisations:

Yarra Trams UGL Wabtec Control Systems PTA WA Rising Edge Engineering

- Roy Hill Pty Ltd Queensland Rail Aurizon Rail Safety People ARTC
- Sydney Trains Metro Trains Network Rail Consulting John Holland Group

Development of this Code of Practice was undertaken in accordance with RISSB's accredited processes. It was approved by the Development Group, endorsed by the Standing Committee, and approved for publication by the RISSB Board.

I commend this Code of Practice to the Australasian rail industry as it represents industry good practice and has been developed through a rigorous process.

ebough

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.

Keeping Codes of Practice up-to-date

To maintain their currency, Codes of Practice developed by RISSB are periodically reviewed, and new editions published when required. Between editions, amendments can be issued.

It is important that readers assure themselves that they are using a current RISSB Codes of Practice. Information about RISSB Codes of Practice, including amendments, can be found by visiting www.rissb.com.au.

RISSB welcomes suggestions for improvements and asks readers to notify us immediately of any apparent inaccuracies or ambiguities, please contact us via email at <u>info@rissb.com.au</u> or write to Rail Industry Safety and Standards Board, PO Box 518, Spring Hill, QLD 4004, Australia.

RISSB product can be found at: http://www.rissb.com.au/products/.



Document control

Document title	Version Date	
Development and maintenance of network rules – Code of practice	1.0 29/11/202	1
		0
		0
pproval		
lame	Date	
Rail Industry Safety and Standards Board	29/11/2021	
	CON CONTRACTOR	
j.Co	S S	
C'l' a	ວັ	
0, ×0, ×		
× O.		
JOI		
opyright		

© RISSB

All rights are reserved. No part of this work can 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

1	Introduction	4
1.1	Purpose	4
1.2	Scope	4
1.3	Out of scope	4
1.4	Defined terms and abbreviations	4 🍤
1.5	References	5
2	Network rules	6
2.1	Hierarchy of documents	6
2.2	Network rule fundamental operating principles	6
2.3	Key areas to address	7
2.4	RISSB Australian National Rules	
2.5	Australian Harmonised Network Rules	8
3	Development, amendment or withdrawal of a network rule	8
3.1	General	8
3.2	Identifying the need for new or amended network rules	
3.3	Maintaining network rules	9
3.4	Design and layout	9
3.5	Regulatory requirements	10
3.6	Withdrawal of network rules	10
4	Derogations, suspensions, and emergency changes	
4.1	Derogation to a network rule	11
4.2	Suspension of network rules	11
4.3	Emergency amendment to network rules	
5	Change management	12
5.1	General	12
5.2	Key responsibilities	13
5.3	Material and non-material change	13
5.4	Change proposal	14
5.5	Planning	14
5.6	Assessing the impact	15
5.7	Consultation	15
5.8	Reviewing the content	15
5.9	Risk management	16
5.10	Approval process	17
6	Procedures, forms, and diagrams	17
6.1	Procedures	17
6.2	Forms	18
6.3	Diagrams	18

Appendix Contents

Appendix A	Request for Change Form	. 19
Appendix B	Change management documents and forms	21



Introduction 1

1.1 Purpose

The purpose of this Code of Practice (CoP) is to provide rail transport operators (RTO) a consistent approach to the development and maintenance of network rules. rule

1.2 Scope

The scope includes guidance on how to:

- adopt the Australian Harmonised Network Rules;
- facilitate the development of network rules;
- adopt a risk management approach to development and management of network rules;
- maintain network rules;
- change a network rule;
- ensure the skills and knowledge of persons writing network rules.

1.3 Out of scope

This CoP does not include requirements, recommendations or guidance relating to:

- training of network rules;
- developing network procedures and instructions;
- other documents that do not meet the definition of network rules.

1.4 Defined terms and abbreviations

Generic rail industry terms and definitions are provided in the RISSB Glossary https://www.rissb.com.au/products/glossary/

network rule

evel

minimum mandatory requirement or an action to be applied by workers within a rail corridor or those managing a railway network to reduce risk so far as is reasonably practicable

The Macquarie Dictionary definition applies where terms are not defined within the RISSB Glossary or above.