

Manual/Guideline

Site Access Guide

DOCUMENT INFORMATION

Document ID	CAMG-2
Revision number	11
Owned by	Assets and Maintenance
Published	7/04/2026

Table of Contents

1.	Purpose.....	4
2.	Scope.....	4
2.1	Scenario 1.....	4
2.2	Scenario 2.....	4
2.3	Scenario 3.....	4
3.	Definitions, acronyms and abbreviations.....	5
4.	Roles and responsibilities.....	6
5.	Type of Third-Party Works.....	6
5.1	Describing Third-Party Works.....	6
5.1.1	Works based on Ancillary Activities as declared by the Head of Transport for Victoria (Head TfV).....	6
5.1.2	Projects/Works by VicTrack, VicTrack authorised contractors and licenced Asset Owners.....	6
5.1.3	Projects by a Government Agency.....	7
5.1.4	Use of a Remote Piloted Aircraft (Drone) in the rail corridor.....	7
5.1.5	Access to V/Line High Voltage (HV) Assets.....	7
5.1.6	Access to Control / DRS.....	7
5.2	A Guide to Timelines.....	7
5.2.1	Understanding how we manage your application to help you plan.....	7
5.2.2	As a guide for planning purposes, the minimum timelines are as follows:.....	8
6.	Application Process Guidelines.....	8
6.1	Application Form.....	8
6.2	Minimum Application Requirements.....	8
6.2.1	Location of Access.....	9
6.2.2	Purpose of Access / Scope of Works.....	9
6.2.3	Environmental Impact.....	9
6.2.4	Rail Safety.....	10
6.3	Further Information / Assistance.....	10
6.3.1	Traffic Management Plan / Pedestrian Management Plan (if applicable).....	10
6.3.2	Stakeholder Communication Plan (if applicable).....	10
6.3.3	Monitoring of Rail.....	10
6.3.4	Disruptions to V/Line Operations.....	11
6.4	Fees Payable.....	11

6.5 Site Access Permit Issuance11

6.6 Notifying V/Line when you are ready to get access.....11

7. Implementation Plan 12

8. Frequently Asked Questions (FAQ's) 12

8.1 The following provides a list of commonly asked questions and their corresponding responses. 12

8.1.1 What do you have to do once you have been issued with a Site Access Permit? 12

8.1.2 What to do if you do not finish your works or you need to leave site and return at a later date..... 13

8.1.3 What happens after you have completed your access permit requirements? ..13

8.1.4 What happens when V/Line has issued a Site Access Permit for a period, but works are required to continue past specified dates? (For impact types 1, 2 & 3 only).13

8.1.5 How many times can a V/Line SAP be extended? 14

8.1.6 Information available to Third Parties on V/Line Extranet 14

9. Reference documents 15

9.1 V/Line documents 15

10. Document history 15

Appendix A - Rail Safety Impact Types..... 16

Appendix B - Danger Zones & Potential to Foul..... 18

Appendix C - Certificate of Infrastructure Monitoring 19



ENTRY TO V/LINE CONTROLLED LAND IS PROHIBITED WITHOUT A SITE ACCESS PERMIT.

All access must be in accordance with the terms and conditions of a Site Access Permit issued AFTER you have submitted an access application to V/Line.

The applicant must obtain obligatory approvals from VicTrack (being the landowner and if applicable) before applying for access to V/Line leased land.

1. Purpose

This document is a Third-Party application process guide for any works carried out on V/Line controlled land. Access to this land, requires strict compliance with all safety measures.

2. Scope

This guide applies to third parties wishing to access V/Line controlled land and defines what constitutes a Third-Party under the following scenarios:

2.1 Scenario 1

Any party proposing to work on V/Line Controlled Land for any activity listed in Clause 5.1.1 are defined as a "Third-Party".

2.2 Scenario 2

When VicTrack as the landowner, wishes to undertake a project or alternatively, VicTrack advises V/Line of Third-Party works as per Clause 5.1.2, the Contractor VicTrack nominates to deliver the project becomes a "Third-Party".

2.3 Scenario 3

When a project is nominated by the Victorian State Government/Agency (such as but not limited to; Transport for Victoria, Rail Projects Victoria, Level Crossing Removal Project, Department of Transport and Planning) or by a Federal Government/Agency, the relevant government nominated Contractor is a "Third-Party" to V/Line.

IF YOU ARE A THIRD-PARTY TO V/LINE, PLEASE FOLLOW THIS GUIDE.

Please note: Contractors engaged by V/Line to do on site work, are treated as second parties. This means they do not have to follow Third-Party procedures. These contractors may be engaged under the Annual Works Plan (AWP) or for other V/Line-managed work, such as railway infrastructure maintenance and related tasks.

3. Definitions, acronyms and abbreviations

Definitions, acronyms and abbreviations commonly used throughout this document are provided in the table below.

Table 1 – Definitions, acronyms and abbreviations used in this manual/guideline

Term	Definition
Danger Zone	All space within 3 metres horizontally from the nearest rail and any distance above or below this zone including being on the line unless a Position of Safety exists or can be created.
Major Task	A task involving the use of any heavy equipment that does not meet the definition of a “Minor Task” OR where the task requires a position of safety to be created.
Minor Task	(With no Potential to Foul) – a light maintenance task that can be performed using light powered/non-powered hand tools that can be removed easily and immediately from the track by one person without mechanical assistance.
POS	Position/Point of Safety – a place where people or equipment cannot be struck by rail traffic.
Rail Corridor	From fence line to fence line, or where there are no fences, 15 metres from the outer edge of the nearest rail. This includes a station platform, where the task to be performed maintains the potential to or will intrude into the Danger Zone. (Refer Section 34-135 of the Book of Rules and Operating Procedures – Infrastructure Works, Number 20, The Permit Process.
RIW	Rail Industry Workers Card – which links to your RIW profile and assures Network Operators, Principal Contractors, and other rail contractors that you are fit, qualified and competent to work in rail.
RSWHA	Rail Safety Worksite Hazard Assessment.
SAP	V/Line Site Access Permit – mandatory document which outlines the conditions of access and must be available onsite during works.
SWMS	Safe Work Method Statement – document that sets out the risks/hazards associated with work activities to be carried out and the measures to be put in place to control the risks.
TFPC	Track Force Protection Co-ordinator- is the qualified person appointed to assess and implement worksite protection arrangements on site.
TPA #	V/Line Third-Party Access Application reference number.
VicTrack	The owner of all railway land, assets and infrastructure.
Walking	Walking in the Danger Zone or Rail Corridor and performing no work, other than visual inspections.
WGS	Work Group Supervisor.
V/Line Controlled Land	Land as shown in the VicTrack Central Land Register (RailMap) as under control of V/Line.

4. Roles and responsibilities

Table 2 – Roles and responsibilities

Role	Responsibilities
Access, Interfaces & Stakeholder Manager	Approved signatory and content.
Access Engineer	Compliance engagement with access applicant.
Access Administration	Compliance engagement with access applicant.

5. Type of Third-Party Works

5.1 Describing Third-Party Works

Activities that V/Line can grant you access to include, but not limited to:

5.1.1 Works based on Ancillary Activities as declared by the Head of Transport for Victoria (Head TfV)

1. Access to V/Line land for Community based purposes such as festivals, fundraising events, V/Line supported community activities.
2. Photography and media purposes as in exhibitions, craft shows, RPA (Drone) flights etc.
3. Surveying works including feature surveys, non-destructing digging, geo-technical works.
4. Feasibility studies.
5. Flora and fauna surveying.
6. Sampling activities such as ground water bores, soil sampling and water sampling.
7. Educational purposes.
8. Promotional activities that are non-politically related.
9. Use of V/Line land for short term non-rail related use.
10. As otherwise agreed between V/Line and Head TfV in writing, from time to time and in consultation with VicTrack.

5.1.2 Projects/Works by VicTrack, VicTrack authorised contractors and licenced Asset Owners

1. When VicTrack undertakes a project.
2. When a Contactor proposes to work in V/Line controlled land installing their asset that is to be licenced through VicTrack.
3. When a Contactor proposes to work in V/Line controlled land on their asset that is already licenced to VicTrack.

5.1.3 Projects by a Government Agency

A project nominated either by the Victorian State Government or a Government Agency (such as but not limited to; Transport for Victoria, Rail Projects Victoria, Level Crossing Removal Project, Department of Transport and Planning) or by the Federal Government or a Federal Government Agency.

5.1.4 Use of a Remote Piloted Aircraft (Drone) in the rail corridor

V/Line has a set of guidelines that you should follow when requesting access for Remote Piloted Aircraft in the rail corridor. Please ask your V/Line Access Co-ordinator for current details.

5.1.5 Access to V/Line High Voltage (HV) Assets

Access to V/Line HV assets is highly restricted. You should allow extra review time for access to these assets. Only qualified persons will be granted access and only with V/Line personnel in attendance. *Extra fees may apply.*

5.1.6 Access to Control / DRS

The V/Line Central Control Room (Control) and Disaster Recovery Site (DRS) are highly restricted areas. You should allow extra time for access applications requiring access to Control and allow for a very detailed analysis of your application. Only qualified persons will be granted access and only with V/Line personnel in attendance. *Extra fees shall apply.*

5.2 A Guide to Timelines

5.2.1 Understanding how we manage your application to help you plan

Once we receive your application, information you provide as a part of the application process is shared with our subject matter experts for review and approval. Subject matter experts include, but are not limited to:

- Safety
- Engineering
- Maintenance
- Heritage & Environment
- Operations
- Customer Interface

Please note that **incomplete applications may be rejected**, and all or part of the information will be required to be re-submitted.

Each review area mentioned above within V/Line, may request additional or missing information regarding your application which will extend the review period.

5.2.2 As a guide for planning purposes, the minimum timelines are as follows:

Disruptions to scheduled train services

Any works that disrupt scheduled train services (passenger or freight services) require a minimum of 100 days advanced notice prior to your proposed access date. *This is to ensure V/Line meets our Contractual Obligations with our Train Operators* and to allow our subject matter experts sufficient time to review your submission.

NO Disruption to scheduled train services

For works that Do NOT disrupt scheduled train services, V/Line requires a minimum of 30 business days' notice prior to your proposed access date to allow our subject matter experts sufficient time to review your submission. *Note. Additional information may be required which can impact and extend review timeframes.*

Application review possible delays

When an access application is submitted, there may be insufficient or incorrect information provided with the access application which can result in review period delays and delays in V/Line's ability to grant access. Complex works proposals may require additional reviews and may result in V/Line approval delays.

6. Application Process Guidelines

6.1 Application Form

A V/Line Third-Party Access Application Form can be found on V/Line's corporate site [here](#). Once submitted, the applicant is issued an application reference number termed a Third-Party Access number (TPA#).

6.2 Minimum Application Requirements

When lodging a Third-Party Access application V/Line must be provided with the following documentation (as a minimum) In order to issue you with a site access permit your documents must detail the following:

- The location of your works on V/Line controlled land; *for safety and operational purposes.*
- What impacts you may have or will have to our assets, maintenance access and/or operations.
- Your scope of works; *the works proposed to be undertaken on V/Line controlled land.*
- The equipment that will be used to undertake works; *including equipment type and proposed use.*
- Have works been risk assessed; *have all rail risks been considered?*
- Your rail safety plan; *how are you keeping your worksite safe? (RSWHA)*

- Have you received design approvals, regulatory approvals and third-party approvals?
- Have you completed and submitted an Environmental Management Checklist? Which can be accessed from V/Line's corporate site [here](#).

6.2.1 Location of Access

Information regarding the geographic location of your works including a map or sketch of your works location along with a railway kilometre marker location if possible.

Your works area map/site sketch should include the following:

- a. The location of all railway infrastructure.
- b. Estimate the distance between your works and the closest rail or access in relation to Rail Infrastructure.
- c. Detail your access points and egress including if you are using a Public Crossing or an access track to gain access.
- d. Your equipment laydown area (if applicable) and the access path you will use to access equipment.
- e. The location of any necessary delineation barriers you propose to install within the Rail Reserve.

6.2.2 Purpose of Access / Scope of Works

Submit a scope of works document with your application, providing a detailed description of the works you plan to undertake and how your works will be executed. This document must include:

- a. The equipment that will be used to undertake the works, including distance offsets to any live track (be mindful of max height/reach for plant with moveable components).
- b. Design approvals (where applicable).
- c. Work Methodology, Construction Pack, Construction Methodology or equivalent.
- d. A set of site and activity based Safe Work Method Statements (SWMS) or Job Safety Analysis (JSA's),
- e. Site specific risk assessments (where applicable).
- f. A proposed works program providing details of staged works (where applicable).
- g. Any quality assurance supporting documents such as Quality Plans/ ITPS/ etc.

6.2.3 Environmental Impact

- An Environmental Management Checklist must be completed by all Third Parties wishing to undertake works on V/Line controlled land (The Environmental Management Checklist is located on V/Line's corporate website [here](#)). Two checklists exist; one for Projects the other checklist is for all **other** third parties. Please select the appropriate checklist and submit it with your application.
- Where you indicate "yes" to any item within the checklist you must also submit supporting documentation such as work permits, approvals, risk assessments etc.

6.2.4 Rail Safety

Work planned in the Rail Corridor must first be assessed by a qualified Track Force Protection Co-ordinator (TFPC) to:

1. Determine the potential for the work to intrude on the Danger Zone.
2. To determine an appropriate level of worksite protection by undertaking a worksite assessment and completing a *Rail Safety Worksite Hazard Assessment* (RSWHA).

This assessment must include all activities planned to be conducted behind temporary delineation fencing. Please see *V/Line Standard - Use of Delineation Fencing on the Vline Network* (SAST-3281). Refer to item 8.6.

After submission of your application, depending on your proposed works, you may be requested to also complete and sign additional documentation, such as a *Sub-Licence* or an *Access Deed* (V/Line will contact you if this is applicable).

6.3 Further Information / Assistance

The following is a guide detailing the type of details you should also include in your Third-Party access application.

6.3.1 Traffic Management Plan / Pedestrian Management Plan (if applicable)

To protect any vehicles or pedestrian from entering the work site (if applicable).

6.3.2 Stakeholder Communication Plan (if applicable)

A stakeholder communication plan must outline the plan of communication with stakeholders who may be impacted by works.

6.3.3 Monitoring of Rail

For any works under the rail or in close proximity to the rail, a *Rail Monitoring Plan* must be submitted, and *Certificate of Infrastructure Monitoring* must be submitted (See Appendix C) and must include the following:

- How you plan to monitor the rail?
- Who will be monitoring the rail?
- How you will comply with *V/Line's Track Geometry Standard* (NIST-2706) Refer to item 8.6.
- What will you do if tolerance levels are exceeded?

6.3.4 Disruptions to V/Line Operations

When proposed works on V/Line's Controlled Land involve disrupting train services or you wish to work in the rail corridor during a scheduled closure, you must adhere to the following mandatory requirements:

- Submit an access application.
- The applicant is required to submit details of the proposed service disruption by completing a *Works Notification Form – Absolute Occupation Full Track Protection* (NOFO-10.1). Please contact your V/Line Access Co-ordinator to obtain a copy of this form (if required).
- A Works Readiness process must be undertaken, refer to V/Line's *Works Readiness and T-Minus Procedure* (NIPR-2241). Refer to item 8.6.

Evaluating Risk

Refer to *Appendix A – Rail Safety Impact Types* Table 5 for guidance.
Appendix B – Danger Zone and Potential to Foul descriptions.

6.4 Fees Payable

All applications incur an initial non-refundable *Flagfall fee*. Fees are indicated on the V/Line corporate site dropdown menu [here](#). If applicable, a further *Access Review fee* (Type 1-6) may be required as classified under items 5.1.1 & 5.1.2. Purchase orders must be supplied to V/Line as a prerequisite for payment processing. V/Line do not accept credit card payment.

6.5 Site Access Permit Issuance

Upon successful review of your access application, you will be issued with a *Site Access Permit* (SAP). The Site Access Permit will detail conditions works must adhere to and will include key V/Line contacts who must be contacted to gain site access and commence works.

6.6 Notifying V/Line when you are ready to get access

Your Site Access Permit will detail who you must notify at V/Line on your day of access to commence work.

7. Implementation Plan

Minimum requirements PRIOR to works being undertaken include:

- Completion of a V/Line Third-Party Induction by all site personnel, induction information can be found on V/Line's corporate site [here](#).
- All onsite staff members must carry a Rail Industry Worker (RIW) Card, further information on the RIW Card is available on V/Line's corporate website [here](#).

8. Frequently Asked Questions (FAQ's)

8.1 The following provides a list of commonly asked questions and their corresponding responses.

8.1.1 What do you have to do once you have been issued with a Site Access Permit?

The Site Access Permit will detail requirements including the specific V/Line representatives you must contact to gain access. Please ensure the location, dates and/or times on the site access permit provided to you are correct.

Works that involve direct contact with V/Line assets including:

- Track & Civil assets
- Signalling assets
- Buildings, platforms etc

A V/Line representative must be present on site to certify the completion of the works. There will be a fee for V/Line attendance in addition to any access fee applicable.

Works that DO NOT involve direct contact with V/Line assets

Examples would be under track bores, overhead rail crossings, works at station etc. The following will be required:

- *Certificate of Infrastructure Monitoring* (Appendix C, signed by a Competent Contractor, employee) and/or
- Certificate of track for operation

V/Line will advise requirements in these cases.

Monitoring of rail

For any works being performed under the rail or near the rail, a rail monitoring plan and *Certificate of Infrastructure Monitoring* must be submitted (See Appendix C).

The following must be explained:

- How you plan to monitor the rail.
- Who will monitor the rail.

- How you will comply with V/Line's *Track Geometry Standard* (NIST-2706). Refer to item 8.6.
- What you will do if tolerance levels are exceeded.

8.1.2 What to do if you do not finish your works or you need to leave site and return at a later date.

Your permit is still valid if the works are within the location, dates and/or times shown on the permit. You will be required to submit a *Certificate of Infrastructure Monitoring*, (Appendix A) to indicate to V/Line that works have been partially completed, and the worksite is safe when you leave the site.

8.1.3 What happens after you have completed your access permit requirements?

- You may also be required to submit a *Certificate of Infrastructure Monitoring* (Appendix A). V/Line will confirm if this is applicable.
- We may request that you attend the location of the works to undertake an inspection post works completion.
- The inspection may be with a V/Line representative for the purpose of audit the nature and impact of any works against documentation provided.
- You must facilitate any inspection, carry out any work required by V/Line. We may require that safe-working protection not be removed until directed by V/Line.
- A V/Line representative must be present on site to certify the completion of works when works have a direct impact on V/Line infrastructure.
- There will be a fee for V/Line attendance in addition to any access fee applicable.

8.1.4 What happens when V/Line has issued a Site Access Permit for a period, but works are required to continue past specified dates? (For impact types 1, 2 & 3 only)

10 business days BEFORE your approved Site Access Permit expires, you will need to email an extension request to your V/Line contact which contains the following information:

- The TPA Reference No.
- SAP No. or copy of the existing SAP
- The name of the project
- The reason you're seeking an extension
- Work readiness approval (if applicable)
- Location of works: to extend any SAP, we need written confirmation that the works:
 - Remain at the same location
 - That the same work methodology (SWMS/ Risk Assessments) applies to works
 - That the same equipment will be used to perform works and works will be performed by the same contractors/subcontractors
 - Approved Plans & Strategies are still valid.

- Work scope that has been complete, is required to be removed from the SAP extension request. *You must notify V/Line of the remaining scope you would like to undertake as part of the Site Access Permit extension request.*
- Additional scope of work is *not permitted* for SAP extension request.
- You must specify the start and end date of works (these dates can be a continuation of previous dates or later).

Some exclusions apply and is subject to consideration by V/Line.

*SAP extension requests for impact type 4 and 5 will be assessed on case-by-case basis.

*Please note V/Line reserves the right to reject SAP extension request.

8.1.5 How many times can a V/Line SAP be extended?

A Site Access Permit can be extended for up to 12 months from the date of issue for a maximum period of 3 months per extension. Any further extension requests post this 12-month period will require the lodgement of a new access application.

*Site access permits for blanket access applications can be issued for a 12-month continuous period. (Not applicable for projects which are nominated by State/federal government or agency).

8.1.6 Information available to Third Parties on V/Line Extranet

V/Line Network Access Portal (VNAP) provides information regarding Rail Safety such as *Notice of Intent of Works (NOI) Report*, Book of Rules, Signalling Diagrams, Network Service Plan, etc. It also provides access to Engineering Standards such as Drawings, Engineering Notes, Type approved, etc.

This information is located at <https://extranet.vline.com.au/>. Access needs to be requested and is granted only to applicants involved in accessing / working in the rail environment.

9. Reference documents

This manual/guideline should be read and applied in conjunction with the following documents:

9.1 V/Line documents

Table 3 – Related V/Line documents

Document ID	Alternate ID	Title
NIPR-2241	N/A	Works Readiness and T-Minus Procedure
NIST-2706	N/A	Inspection and Assessment – Track Geometry
NOFO-10.1	N/A	Works Notification Form – Absolute Occupation Full Track Protection
SAST-3281	N/A	Use of Delineation Fencing on the Vline Network

10. Document history

Table 4 – Document history

Rev	Prepared/Revised by	Date	MoC
7	David Dunston, Access, Interface & Stakeholder Manager	16/08/2018	N/A
	Change description: Following changes have been done: WNF (Works Notification Form) Level 1 train track safety awareness Certificate of Infrastructure monitoring has replaced certificate of track for operation.		
8	David Dunston, Access, Interface & Stakeholder Manager	15/07/2019	N/A
	Change description: Requirements and Guidelines have been removed or added to this document to help our clients better understand our rail environment and our requirements on what/how to present their documents to access etc.		
9	David Dunston, Access, Interface & Stakeholder Manager	15/09/2020	N/A
	Change description: Third party definition added, impact type table updated, Access application checklist updated, Environmental Management Checklist updated.		
10	Harjyot Singh, Access Engineer	31/10/2023	N/A
	Change description: Updated access application review timelines. Updated rail safety matrix Updated environmental management checklist Updated current Template design		
11	Harjyot Singh, Third-Party Access, Team Leader	9/02/2026	N/A
	Change description: Removed reference of Certificate of Completion from CAMG-2. Updated template.		

Appendix A– Rail Safety Impact Types

The table below is intended to provide general information only in determining works impact type, and the minimum method of worksite protection that may be required. *Final rail safety requirements are subject to approval by V/Line.*

Table 5 – Rail Safety Impact Types

Impact Type	Location	Activity	Minimum Worksite Protection Method/s Required	TFPC Supervision on site	Minimum Competencies on Site
1	Work outside the Rail Corridor with no potential to impact to the Danger Zone	Minor Task	WGS Supervision	No	N/A
		Major Task	TFPC Supervision	Yes	TFPC3.2 Level 1 TTSA for all workers
	Work inside the Rail Corridor with no potential to impact to the Danger Zone (Including on a station platform)	Minor Task	WGS Supervision	No	N/A
		Major Task	TFPC Supervision	Yes	TFPC3.2 Level 1 TTSA for all workers
2	Work inside the Rail Corridor impacting or inside the Danger Zone (Including on a station platform)	Minor Task	Lookout Working	Yes	TFPC3.2 Level 1 TTSA for all workers
3	Work inside or outside the Rail Corridor No Impact to the Danger Zone	Minor Task OR Major Task	Use of engineered or other critical controls in lieu of conventional Worksite Protection Methods <ul style="list-style-type: none"> A risk based SFAIRP justification must support this approach on site, with full endorsement from V/Line. <i>Disclaimer:</i> This is a task/location-based assessment. Applicant will need to justify any variation to current legislation. Must specify WGS Supervision or TFPC Supervision requirements, with supporting RSWHA & Protection Diagram. 		

Impact Type	Location	Activity	Minimum Worksite Protection Method/s Required	TFPC Supervision on site	Minimum Competencies on Site
4	Work inside the Rail Corridor impacting or inside the Danger Zone	Minor Task OR Major Task	Track Force Protection	Yes	TFPC3.2 Level 1 TTSA for all workers
5	Work inside the Rail Corridor impacting or inside the Danger Zone	Minor Task OR Major Task	<p>Absolute Occupation</p> <p>Permit to Foul</p> <p>Booking Out of Track</p> <ul style="list-style-type: none"> • A minimum of 100 days' notice is required prior to the intended start date for disruptions. • Access to a scheduled V/Line Occupation will require Compliance to V/Line's <i>Works Readiness and T-Minus Procedure</i> (NIPR-2241) • A Certificate of Infrastructure Monitoring or Signalling may also be required, as determined by V/Line. • If Rail traffic and operations are not impacted (i.e. ALBF, Non- Disruptive Closure) Standard time frames apply. 	Yes	TFPC3.2 / TFPC3.3 Level 1 TTSA for all workers

Appendix B- Danger Zones & Potential to Foul

(Not to Scale)

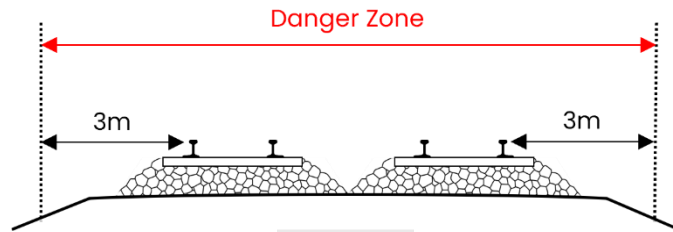


Figure 1

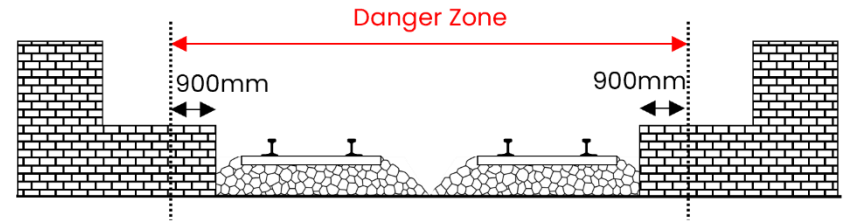
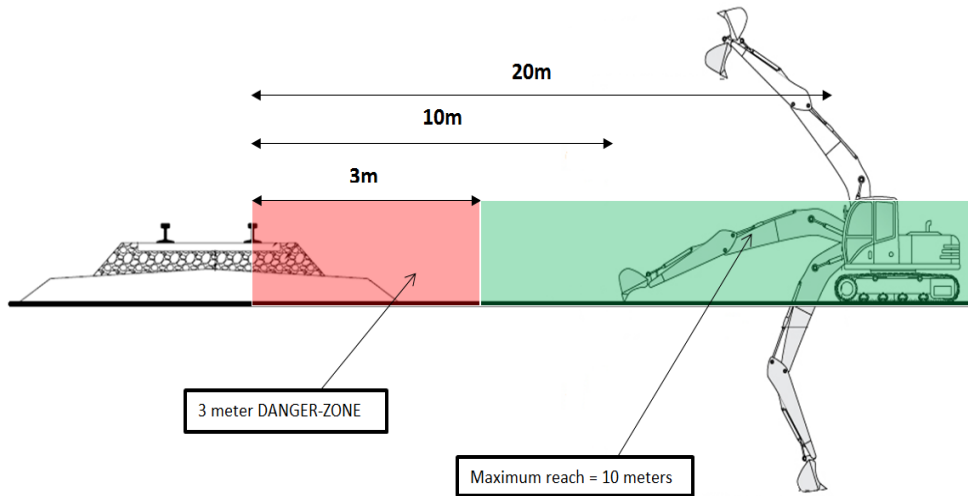


Figure 2 - Station Platform

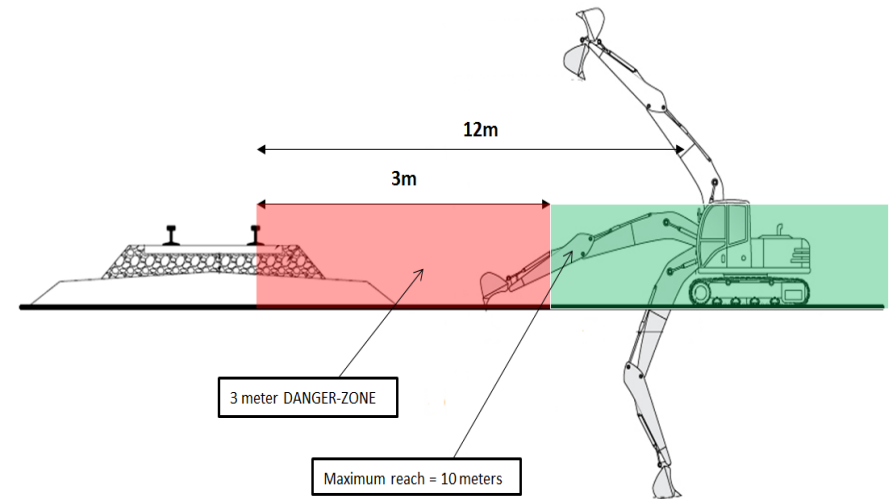


3 meter DANGER-ZONE

Maximum reach = 10 meters

Figure 3 - No potential to enter the Danger Zone

Machinery is located 20 meters away from the rail and the maximum reach of the excavator is 10 meters, therefore there is no potential to foul the 3-metre danger zone.



3 meter DANGER-ZONE

Maximum reach = 10 meters

Figure 4 - Potential to enter the Danger Zone

Machinery is located 12 meters away from the rail and the maximum reach of the excavator is 10 meters, therefore it has the potential to foul the 3-metre danger zone.

Appendix C – Certificate of Infrastructure Monitoring

ASSET MANAGEMENT			
Certificate of Infrastructure Monitoring			
Section 1: DETAILS			
Corridor	Track – Up / Down / Centre / Other		
Work Starting Point:	(km)	Work Finishing Point:	
	(km)		
	Location (km)		
Section 2: TRACK MONITORING			
The area above has been independently monitored by _____ covering the following components.			
Signage: Satisfactory			
Track Geometry: <input checked="" type="checkbox"/> Twist	Un-Satisfactory/Satisfactory	<input checked="" type="checkbox"/> Gauge	Un-
<input checked="" type="checkbox"/> Top	Un-Satisfactory/Satisfactory	<input checked="" type="checkbox"/> Cant	Un-
<input checked="" type="checkbox"/> Line	Un-Satisfactory/Satisfactory		
ANY UN-SATISFACTORY MEASUREMENTS MUST BE REPORTED IMMEDIATELY TO THE TRACK SUPERVISOR NOMINATED IN THE SITE ACCESS PERMIT			
Section 3: CLEARANCES			
All structures are outside the applicable Clearance Diagram as per V/Line standards.			Yes / No
Clearance Gauge was used to confirm clearances up to at least platform level (if Applicable)			Yes / No
Section 4: V/LINE NOTIFICATIONS			
Detail all V/Line Contacts notified:			
Section 5: EXCEPTIONS			
The following works are outstanding and are required to be completed:			
Section 6: CONTRACTOR'S DECLARATION			
Work on and around this section of V/Line Infrastructure has been completed in accordance with the V/Line Specifications, Standards and Structure Clearances. All material and equipment have been cleared from the structural gauge envelope.			
Name of Company/Contractor:			
Person Signing:		Title:	
Signature:		Date	