



Work Instruction NR/L3/OHS/019-IP

NR/L3/OHS/019-IP supports standard NR/L2/OHS/019 but defines the principles and processes for applying the role of Safe Work Leader as a Person in Charge for Infrastructure Projects and its supply chain when working within an Infrastructure Projects site of work.

We would like to draw your attention to the definition of the Person in Charge (PIC)

A person involved in the planning and who is on site where the work is being undertaken and has the overall accountability of supervising and overseeing works. This person will hold Controller Of Site Safety or Safe Work Leader competence if IP and make sure planned controls are put in place to keep persons safe from trains, activity and site risks.

When working for IP within a possession the following applies:

Task PIC - The representative responsible for leading a task in a work area within a worksite in a possession. Acting as the key contact during the planning process and delivery of the work task, they will arrange the collation and provision of the relevant safe work pack for their task and work area. They will be identified within an engineering possession by wearing a COSS armband – blue background with white writing “COSS”

Worksite PIC - The representative responsible for the overall accountability and responsibility for deconfliction and integration within the engineering worksite in which they are leading. They will carry out the relevant number of planning and deconfliction events to determine that all the interface risks between all work parties are full understood by all and that any such Interface risks are eliminated or minimised. Each task PIC will be accountable for their work task being undertaken in the engineering worksite.



In the Work Instruction 5.3 it defines the specific roles and competencies needed to act as a PIC or Task PIC

5.3.1 Person in Charge (PIC)

On all Infrastructure Projects sites the role of PIC shall be performed by an individual with one of the following competences COSS, SWL 1 or SWL 2.

5.3.2 COSS

A trained and certified COSS competent individual is experienced in leading a team while working in a line blockage or on an open line. A COSS can be utilised as a Task Person in Charge whilst working in a worksite within a possession.

5.3.3 Safe Work Leader Level 1 (SWL1)

A trained and certified SWL1 individual will be experienced in leading a team while working on an open line, in a line blockage or on the lineside. The SWL1 will be the appointed Task PIC with overall accountability and responsibility for that site of work and is issued with the safe work pack. While working on an open line or in a line blockage a SWL1 will be identified by wearing a SWL armlet -blue background with white writing "SWL".

5.3.4 Safe Work Leader Level 2 (SWL2)

A trained and certified SWL2 competent individual will be appointed as the Worksite PIC with overall accountability and responsibility for that engineering worksite within a possession. They will be experienced in:

- a) planning and managing the safety arrangements within an engineering worksite;
- b) the ability to lead and manage the interface risks associated with multiple tasks and/or groups.

The risks associated with each task will be managed by each relevant Task PIC who is accountable and holds the safe work pack for that activity.

The SWL2 shall be nominated by the lead function or contractor during the planning process. They shall be briefed on the interface risks created by the parties intending to work within the engineering worksite, in timescales that allow any additional interface controls to be included in the SWP for the worksite.

All SWL 2 and SWM competent individuals shall be primary sponsored by the lead organisation.