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| **Signal Support Work Instruction**  **Part 1** | | | | | **No.** | | |
| **Page 1 of 2** | | |
| **Project:** | | | | | **Register No:** | | |
| **Shift Time from:** | | | | **To:** | **Date:** | | |
| **Issued to:** | |  | | | **Team No:** | | |
| **Package Lead:** | |  | | | **Version No:** | | |
| **Activity:** | | **Supervision of Other Works** | | | | | |
| **Standards/Procedures/Drawings:** Signalling Safeworking Procedures – MN S 40000. Procedure for Validation of Underground Services Prior to Excavation and/or Post Driving Activities and Permit to Work. | | | | | | | |
| **Activity No.** | **Task No.** | | **WORK DESCRIPTION** | | | **Completed**  **Name / Sign** | |
| **1** | **1A** | | Ensure that any Signalling infrastructure/ cable routes in the work area are paint marked and/or quarantined with barrier tape. | | | |  |
| **2** | **2A** | | Supervise/oversee the work and ensure that all work maintains the minimum safe distance away from Signalling infrastructure including cable routes, equipment, any noted external services etc. | | | |  |
|  | **2B** | | Where work encroaches within safe limits, work is to be halted until formal approval is obtained or suitable risk mitigations are put in place. | | | |  |
| **3** | **3A** | | Record details of any damage to infrastructure in the Log. | | | |  |
| **4** | **4A** | | Notify Possessions Protection Officer, Incident Hotline and ICON | | | |  |
| **5** | **5A** | | Where possible, complete repairs as per PR S 40005 or assist if required. | | | |  |

See over for completion of Work Instruction

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| **Signal Support Work Instruction**  **Part 2** | | | **Page 2 of 2** | |
| **OUTSTANDING, INCOMPLETE WORK or NEW WORK REQUIRED** | | | | |
| **ACT** | **TASK** | **DETAILS** | **UNCOMPLETED WORK TRANSFERRED TO:** | |
| **Work Instruction No** | **Log line Item** |
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| **Emergency Phone Numbers** | | | | |
| **Regional Signalling Representative:** | | |  | |
| **Possession / Closedown Management:** | | |  | |
| **Signal Box or Control Centre:** | | |  | |
| **ICON:** | | |  | |
| **Incident Hotline:** | | |  | |
| **WORK STATUS STATEMENT** | | | | |
| **The Work described above has been performed and recorded in accordance with the specified standard. Any outstanding actions that do not affect the operation of the Signalling system have been transferred to another work instruction or listed in the log for future completion.**   |  |  |  |  | | --- | --- | --- | --- | | **Name** |  | | | | **Position** |  | | | | **Signature** |  | **Date** |  | | | | | |