



PROCEDURE

INTRODUCTION TO TRANSITION LINKS.

Transition Couplings are provided to allow vehicles and/or locomotives fitted with Hook Draw gear and Buffers to be coupled to vehicles and/or locomotives fitted with automatic couplers and either buffers plus narrow width diaphragm beam or full width buffer beam.

In order to safely and correctly carry out the above procedure all the following PPE must be worn, and communications equipment available.

- Approved steel toe cap, safety footwear.
- Shunting gloves.
- High visibility orange safety vest or work clothing (high visibility reflective stripes on vest / clothing if working at night.)
- ***Two Way Radio is the primary form of communication between the driver and a qualified person and must be tested and working correctly prior to starting coupling or uncoupling procedures.***
- Shunting hand signals by day, or coloured light hand lamp signals by night, may be used during the shunting operation.

For the purpose of this procedure, a “safe distance” is no less than 3 meters

WARNING: AT NO TIME SHALL A QUALIFIED PERSON ENGAGED IN COUPLING / UNCOUPLING, ENTER THE DANGER ZONE WHILST A VEHICLE IS IN MOTION.

SHOULD A DRIVER IN CHARGE OF ANY LVR TRAIN / LOCOMOTIVE WITNESS ANY PERSON ATTEMPTING TO ENTER THE DANGER ZONE WHILST SHUNTING IS TAKING PLACE MUST IMMEDIATELY BRING THEIR TRAIN / LOCOMOTIVE TO A STAND.

QUALIFIED PERSON PROCEDURE FOR COUPLING HOOKS & TRANSITION LINKS BETWEEN RAIL VEHICLES

1. The qualified person must confer with the Driver and come to a clear understanding of the procedure to be followed to complete the coupling activity.
2. The qualified person will apply sufficient handbrakes to the stationary vehicles / locomotives which are to be coupled.
3. The qualified person must stand in a position clear of the loading gauge envelope and handsignal / instruct the driver to move at caution towards the stationary vehicles / locomotives which are to be coupled.
4. Hand signal / instruct the driver to stop the shunting movement at a safe distance of at least 3 metres from the coupling point. Instruct the driver to remain stationary, as you will be entering the 4 foot area of the danger zone to align the transition couplings to the correct position, undo air hoses from dummy couplings and remove any tail lights or end of train monitors.



5. When the couplings have been aligned, step into a position clear of the loading gauge envelope and handsignal / instruct the driver to move the locomotive / consist at caution towards the stationary locomotives / vehicles.
6. When the two consists come together, handsignal / instruct the driver to stop when the buffers / diaphragms on both vehicles at the coupling point compress sufficiently to allow the link to be placed over the hook.
7. Instruct the driver to remain absolutely stationary, as you will be entering the 4 foot area of the danger zone, in between the consists, to place the link over the hook.

“Instruct the driver not to move the consist until you personally authorise it.”

8. Place the link over the hook. Couple all required brake pipe, main reservoir, control air hoses, then open the air taps between the consists. Attach any unused air hoses to dummy couplings. Insert jumper couplings to correct sockets where applicable.
9. Inform the driver when you are clear of the consist and release all handbrakes and proceed with normal shunting activities, brake examination or continuity test.

DRIVER PROCEDURE FOR COUPLING HOOKS & TRANSITION LINKS BETWEEN RAIL VEHICLES

1. Ensure that all communication and hand signalling equipment is working correctly and that you have clear communications with the qualified person.
2. Obey all hand signals / instructions given by the qualified person.
3. Ensure train remains STATIONARY when the qualified person is in the 4 foot area of the danger zone and between the consists.
4. Apply both the independent and automatic portion of the brake valve (where provided). Centre the reverser and then inform the qualified person that it is safe for them to enter the danger zone. (Steam locomotives must have the reverser centred and the cylinder drain cocks opened .)
5. DO NOT release the brake or engage the reverser handle until instructed by the person performing the coupling task that they are clear and in a position to continue the shunting procedure.

QUALIFIED PERSON PROCEDURE FOR UNCOUPLING HOOKS & TRANSITION LINKS BETWEEN RAIL VEHICLES

1. The qualified person must confer with the driver and come to a clear understanding of the procedure to be followed to complete the uncoupling activity.
2. The qualified person must apply sufficient handbrakes to the stationary vehicles / locomotives which are to be uncoupled.
3. The qualified person must stand in a position clear of the loading gauge envelope and handsignal / instruct the driver to move at caution, or ease up, towards the stationary vehicles / locomotives which are to be uncoupled.



4. When the two consists come together, handsignal / instruct the driver to stop when the buffers / diaphragms on both vehicles at the coupling point compress sufficiently to allow the link to be removed from the hook.
5. Instruct the driver to remain stationary, as you will be entering the 4 foot area of the danger zone, in between the consists, to remove the link from the hook.

“Instruct the driver not to move the consist until you personally authorise it.”

(The driver is to follow points 4 and 5 in the driver's procedure)

6. When the couplings have been uncoupled, and the brake pipe has been vented completely, and all other air hoses and jumper couplings removed, step into a position clear of the loading gauge envelope and handsignal / instruct the driver to move the locomotive consist at caution away from the stationary vehicles.
7. Stop the driver when a safe distance of at least 3 metres has been reached and instruct the driver to remain stationary, as you will be entering the 4 foot area of the danger zone to attach any air hoses to dummy couplings. Insert jumper couplings to correct dummy sockets where applicable.
8. Inform the Driver when you are clear of the consist and proceed with normal shunting activities, brake examination or continuity test.

DRIVER PROCEDURE FOR UNCOUPLING HOOKS & TRANSITION LINKS BETWEEN RAIL VEHICLES

1. Ensure that all communication and hand signalling equipment is working correctly and that you have clear communications with qualified person.
2. Obey all hand signals / instructions given by qualified person.
3. Ensure train remains STATIONARY when the qualified person is in the 4 foot area of the danger zone and between the consists.

QUALIFIED PERSON PROCEDURE FOR COUPLING HOOKS AND SCREW COUPLINGS BETWEEN RAIL VEHICLES

The qualified person must:

1. confer with the driver and come to a clear understanding of the procedure to be followed to complete the coupling activity.
2. ensure that sufficient handbrakes are applied to the stationary vehicles / locomotives which are to be coupled.
3. stand in a position clear of the loading gauge envelope and handsignal / instruct the driver to move at caution towards the stationary vehicles / locomotives which are to be coupled.



4. Handsignal / instruct the driver to stop the shunting movement at a safe distance of at least 3 metres from the coupling point. Instruct the driver to remain stationary, as you will be entering the 4 foot area of the danger zone to align and adjust the tension of the screw couplings to the correct position, undo air hoses from dummy couplings and remove any tail lights or end of train monitors.
5. step into a position clear of the loading gauge envelope and handsignal / instruct the driver to move the locomotive / consist at caution towards the stationary locomotives / vehicles.
6. When the two consists come together, handsignal / instruct the driver to stop when the buffers / diaphragms on both vehicles at the coupling point compress sufficiently to allow the D-Link of the screw coupling to be placed over the hook.
7. Instruct the driver to remain stationary, as you will be entering the 4 foot area of the danger zone, in between the consists, to place the link over the hook.

“Instruct him / her not to move the consist until you personally authorise it.”

(Driver see points 4 and 5 of driver procedure)

8. Place the D-link over the hook. Note: Take care not to get your fingers or thumbs jammed on the inside of the D-Link portion of the screw coupling when placing it over the hook. Adjust the tension of the screw coupling by turning the turnbuckle to remove most of the slack between the vehicles. Couple all required brake pipe, main reservoir, control air hoses, then open the air taps between the consists. Attach any unused air hoses to dummy couplings. Insert jumper couplings to correct sockets where applicable.
9. Inform the driver when you are clear of the consist and release all handbrakes and proceed with shunting activities, brake examination or continuity test.

DRIVER PROCEDURE FOR COUPLING HOOKS & SCREW COUPLINGS BETWEEN RAIL VEHICLES

1. Ensure that all communication and hand signalling equipment is working correctly and that you have clear communications with Qualified person.
2. Obey all hand signals / instructions given by Qualified person.
3. Ensure train remains ABSOLUTELY STATIONARY when the Qualified person is in the 4 foot area of the danger zone and between the consists by applying both the independent and automatic portion of the train brake (where provided), and centering the reverser.

WARNING: AT NO TIME SHALL A QUALIFIED PERSON ENGAGED IN COUPLING / UNCOUPLING, OR ENTER THE DANGER ZONE WHILST A VEHICLE IS IN MOTION.

SHOULD A DRIVER IN CHARGE OF ANY LVR TRAIN / LOCOMOTIVE WITNESS ANY PERSON ATTEMPTING TO ENTER THE DANGER ZONE WHILST SHUNTING IS TAKING PLACE THEY MUST IMMEDIATELY BRING THEIR TRAIN / LOCOMOTIVE TO A STAND.



QUALIFIED PERSON PROCEDURE FOR UNCOUPLING HOOKS & SCREW COUPLINGS BETWEEN RAIL VEHICLES

The qualified person must:

1. confer with the driver and come to a clear understanding of the procedure to be followed to complete the uncoupling activity.
2. apply sufficient handbrakes to the stationary vehicles / locomotives which are to be uncoupled.
3. stand in a position clear of the loading gauge envelope and handsignal / instruct the driver to move at caution, or ease up, towards the stationary vehicles / locomotives which are to be uncoupled.
4. When the two consists come together, handsignal / instruct the driver to stop when the buffers / diaphragms on both vehicles at the coupling point compress sufficiently to allow the D-link of the screw coupling to be removed from the hook. Release the tension on the screw coupling by turning the turnbuckle outwards to allow sufficient slack to remove the D-link of the screw coupling off the hook.
5. Instruct the driver to remain stationary, as you will be entering the 4 foot area of the danger zone, in between the consists, to remove the link from the hook.
6. *"Instruct the driver not to move the consist until you personally authorise it."*
7. The driver will apply both the independent and automatic portion of the brake valve (where provided).
8. Centre the reverser and then inform the qualified person that it is safe for them to enter the danger zone.

QUALIFIED PERSON PROCEDURE FOR UNCOUPLING HOOKS & SCREW COUPLINGS BETWEEN RAIL VEHICLES

1. When the screw coupling has been uncoupled, and the brake pipe has been vented completely, and all other air hoses and jumper couplings removed, step into a position clear of the loading gauge envelope and handsignal / instruct the driver to move the locomotive / consist at caution away from the stationary vehicles.
2. Stop the driver when a safe distance of 3 metres has been reached and instruct the driver to remain stationary, as you will be entering the 4 foot area of the danger zone to attach any air hoses to dummy couplings. Insert jumper couplings to correct dummy sockets where applicable. Secure the screw coupling in the appropriate storage position, or remove from the locomotive / train.
3. Inform the Driver when you are clear of the consist and proceed with normal shunting activities, brake examination or continuity test.



DRIVER PROCEDURE FOR UNCOUPLING HOOKS & SCREW COUPLINGS BETWEEN RAIL VEHICLES

1. Ensure that all communication and handsignalling equipment is working correctly and that you have clear communications with qualified person.
2. Obey all hand signals / instructions given by qualified person.
3. Ensure train remains STATIONARY when the qualified person is in the 4 foot area of the danger zone and between the consists.

Apply both the independent and automatic portion of the brake valve (where provided). Centre the reverser and then inform the qualified person that it is safe for them to enter the danger zone.

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