

Description

An incident involving a person at the direct interface point with trains that resulted in a risk to safety.

Event Report

1. **Who** Reported the Event?
 - i. Organisation
 - ii. Person Details
2. **When** did the Event occur?
 - i. When was the event reported?
 - ii. When did the event occur?
3. **What** happened?
 - i. Summary of event
 - ii. Detailed description
 - iii. Immediate Action Taken / Incident Log (optional)
 - iv. Type of Rail Event & Notification Category (if known)
 - v. Trains / Mobile Plant involved
 - vi. Delay or Rough Ride?
4. **Where** did the Event occur?
 - i. Location / KM Posts
 - ii. Track Names / Line Section
5. **Who** is managing the Event?
 - i. NCC / Functional Group
 - ii. Event Owner

ONRSR Verbal Notification

Notification Category	Category A or B
Notifying Operator	ARTC
Person Reporting	Name, Title and Contact Details of person making notification
Date & Time	The LOCAL date and time of the occurrence
Location	State; Line Section; KM Posts; Location Type; Location Name
ARTC Reference	Event Number
Operators Involved	RSO's involved in or impacted by the occurrence
Description	Description of event including Trains / Rollingstock Involved; Circumstances; Extent of damage/disruption; Casualties; Events or Circumstances leading up to and as a result of the occurrence

Rail Event Details

EVENT DETAILS PAGE

1. What are the Consequences of this Event?
2. What is the Actual and Potential Severity if each Event Consequence?
3. What Strategic or Fatal HSE Risks are involved?
4. Has there been a spill or release of Pollution to the environment?
5. Who is the Responsible Party?
6. Is an Investigation or Major Incident Log Required?

RAIL EVENT PAGE

1. Record the details of any Trains Involved
 - i. Service status (for Passenger Service)
 - ii. Driver Only Operations
2. Record details of any Injured Persons (Type, Severity & Number Injured)
3. Identify any other RIM's or RSO's involved?
4. Determine whether ARTC Accountable for this Event?
5. Determine whether an Event Report needs to be sent to an Operator?

RAIL EVENT DETAILS PAGE

1. Event Sequence [Pre Cursor is <0, or Primary = 0, or Consequence is >0]
2. Assign Trains / Mobile Plant Involved
3. Type of Incident (the Interface)
4. Response Action
5. Likely Cause(s)