



Note:

1. For details in the use of this drawing, refer to the "Manned Railway Crossing Procedure" outlined on pages 2 and 3.

Key

- Road Sign
- Railway

Manned Railway Crossing Procedure

1 Purpose

This procedure aims to define the roles and responsibilities that are required to be in place for managing a manned privately owned railway crossing of a public road.

As part of good governance the procedure ensures that road user safety is considered by modifying standard signage schemes and using existing traffic controller standards in order to maintain familiarity to road users and ensure that the scheme is readily understood.

The procedure aims at standardising the operation of such railway crossings to ensure their operation is safe.

2 Scope

This procedure aims to define signage to be used and conditions of use for manned railway level crossings in low speed environments. It is intended for use for privately controlled railway crossings.

Inscope:

- Hinged signage is to be opened prior to any train using the crossing. The signage to be used is to be approved standard signs.
- Prior to any train crossing, all traffic is to be stopped on all approach legs to the railway crossing by accredited personnel under the Traffic Controller Accreditation Scheme and have been authorised by the Department of Transport and Main roads (TMR).
- A STOP/SLOW bat (R6-8/T7-1) hand held sign is to be used in conjunction with two-way radio.
- Each road approach to the railway crossing shall have a traffic controller in place.
- Orange rotating beacons are to be in place on both ends of the train to be using the crossing to aid in visibility.

Out of scope:

- Work of Traffic controllers on general roadwork sites.
- Railway crossings controlled by conventional warning lights.
- Cane tram railway crossings.
- Crossings that meet criteria under Memorandum of Understanding (MOU) between Queensland Rail and TMR.

3 Applicability

This procedure applies to railway crossings in speed environments of 60km/h or less which have clear sight to the level crossing of greater than 150m.

The policy is to be used by the Department of Transport and Main Roads to ensure that appropriate traffic control and signage is used in accordance with approved linemarking & signage plans.

4 Objectives

The objective of this procedure is to provide a cost effective way of managing safe level crossing traffic management for low-use privately owned railways.

Effective management of train movements across roadway in a timely manner with minimal disruption to vehicular and pedestrian traffic.

5 Implementation

The owner of the railway must ensure that this procedure is always implemented when a train is crossing a public road of a manned railway crossing.

If it is found that this procedure is not being followed then the Department has the right to refuse future usage of the crossing until it is satisfied that the procedure will be followed.



**Queensland
Government**

MANNED RAILWAY CROSSING MANNED RAILWAY CROSSING PROCEDURE

Department of Transport and Main Roads
Infrastructure Management & Delivery Division

APPROVED AS OFFICIAL TRAFFIC SIGN

16/06/14
Date

R. King
ACTING PRINCIPAL ENGINEER
(Traffic Engineering)

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Manned Railway Crossing Procedure - continued

6 Procedure

The following procedure is required to be undertaken for manned railway crossing operation:

1. Prior to a train crossing the roadway, Traffic Controller personnel are to open up the hinged signs – starting from the furthest away from the crossing, progressively opening up signs leading up to the crossing.
2. When a train is stopped and waiting to cross the roadway, the Traffic Controllers are to face the oncoming traffic clear of the vehicle travel path and adjacent to the Railway Crossing sign (R6-25), raising the traffic control batten to display SLOW.
3. When there is a suitable gap in the traffic, all Traffic Controllers shall display the STOP sign is displayed whilst raising the free hand into the stop signal position with the palm towards the traffic.
4. Allow 2-3 vehicles (where possible) to stop before stepping in front of the stationary lane of traffic.
5. Check that the approaching traffic (including pedestrians and cyclists) has stopped and indicate to train driver by two-way radio that it is safe to cross. The train will then sound horn prior to moving.
6. After the train has crossed and the roadway is clear, all Traffic Controllers are to move to the side of the road, then turn their bats to SLOW.
7. After initial queue has passed, lower batten and proceed to close the hinged signs – starting from the closest to the crossing, moving further from to the crossing.
 - The Stop sign should always be displayed prior to any train crossing the roadway.
 - Any Traffic Controller used to stop traffic on a manned rail crossing shall be accredited personnel under the Traffic Controller Accreditation Scheme and have been authorised by TMR. An authorisation card must be carried by all controllers. If an employee does not hold an authorisation card they are not allowed to use the STOP/SLOW sign batten or halt traffic.
 - Controllers are to ensure they are alert at all times and not distracted.
 - The STOP/SLOW sign batten is to be held in hand at all times.

7 Responsibilities

The railway owner is responsible for stopping traffic on approach roads when any train is crossing and for supplying current accredited traffic controllers for each leg of a crossing.

From time-to-time the Department may audit the crossing to ensure compliance is met.

8 Definitions

Department, TMR	Department of Transport and Main Roads
Employee	All temporary and permanent staff, consultants, contractors, students or any other person who provides services on a paid or voluntary basis to the Department of Transport and Main Roads.

9 Reference

Memorandum of Understanding for Management and Funding Responsibility for Level Crossing Safety, March 2010.
Traffic controller accreditation scheme.
<http://www.tmr.qld.gov.au/Business-and-industry/Accreditations/Traffic-Controller-Accreditation-Scheme.aspx>

10 Appendix

- A. Manned Railway Crossing Linemarking & Signage example - Refer to page 1.



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Department of Transport and Main Roads
Infrastructure Management & Delivery Division

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