Incident Response Plan – Dynamic Train Testing (DTT)

Document References:

Train Testing Zone Procedure (SMCSW-RS-PR-60022)
MTS Emergency Management Plan (SMCSWTS2-MTS-CSW-FL-PLN-002650)
MTS Incident Management Plan (SMCSWTS2-MTS-CSW-PM-PLN-002145)

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SMCSWTS2-MTR-RFT-SM-PLN-010180 – Incident Response Plan-Dynamic Train Testing (Rev G)

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Control Table			
Author	**Version**	**Date**	**Description**
Andrew Turner Testing & Commissioning Manager MTR	A	*30 Apr 2021*	Original Issue
Andrew Turner Test & Commissioning Manager MTR	A.1	*13 July 2021*	Updated for train delivery and adjustments based on incident outcomes for review and comment by MTS
Andrew Turner Test & Commissioning Manager MTR	B	*13 August 2021*	Updated for execution/release
David Venn Brown Trains Manager MTR	C	*25 November 2021*	Updated for CSW Train Mainline Testing
Christos Tsolomitis Rolling stock Supervisor MTR	D	*28 March 2023*	Updated for CSW Mainline and SMTF-S Testing
Christos Tsolomitis Rolling stock Supervisor MTR	E	*04 April 2023*	Changed version for Release
Christos Tsolomitis Rolling stock Supervisor MTR	F	*28 Aug 2024*	Updated for CSW / S2B SMTF-S to Bankstown Testing
Emmanual Manolis Rail Operations Manager (MTR). Vishal Singh Rail Safety & Systems Manager (MTS)	G	*17/09/2025*	Changed version for Release. Updated to include additional process and role. Updated to reflect feedback and comments from SMA, MTS, S2B and MTR stakeholders

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1. Purpose

This Incident Response Plan-DTT establishes a framework for managing incidents during Train Testing and Commissioning (T&C) activities within the Train Testing Zone (TTZ) and SMA-LPA, incorporating the MTS M1 Network. It ensures that incidents are identified and acted upon quickly, with a focus on protecting workers, safeguarding infrastructure, and minimising disruption to testing operations. The plan combines the operational requirements of MTR, MTS, Sydney Metro Authority (SMA), and contractor safety systems into a single practical incident response plan for involved workers..

The plan defines responsibilities, communication flows, and specific procedural steps to contain, mitigate, and recover from incidents. In the event of a Major Incident (Level 2) and/or above, the Dynamic Train Testing (DTT) Commander holds operational authority during Dynamic Train Testing activities and directs all aspects of the response, ensuring that safety and control are maintained before operations resume.

2. Scope

This plan applies to all authorised workers responsible for managing incident during dynamic train testing, including Train Crews, Test Train Pilots, Train Coordinators, Protection Officers, Operations Control Centre (OCC) staff and Temporary Operations Control Centre (TOCC) controllers, engineering and technical specialists, contractors, and emergency response teams. It covers incidents such as rolling stock faults, signalling failures, OHW trips or de-wirements, derailments, security breaches, unauthorised access, medical emergencies, fire, environmental hazards and any other relevant major incident or emergencies that may occur during Train Testing activities.

This plan details the specific tasks, roles and responsibilities for effectively managing the foreseeable emergency and incident scenarios that could occur during train testing activities. Classifications and definitions for emergencies and incidents are aligned with those used in MTS Emergency Management Plan (MTS-CSF-PL-35117).

This plan also outlines the communication protocols to provide update to relevant stakeholders regarding the incidents who are not directly involved in managing the incident. The diagram is outlined in *Figure 3 - Internal & External Incident Update flow chart* below.

This Incident Response Plan – Dynamic Train Testing (SMCSWTS2-MTR-RFT-SM-PLN-010180) is informed by the following plans:

- MTS Emergency Management Plan (SMCSWTS2-MTS-CSW-FL-PLN-002650)
- MTS Incident Management Plan (SMCSWTS2-MTS-CSW-PM-PLN-002145)

Any incident and emergency not associated with and not impacting DTT activities within SWM Network will be managed in accordance with S2B Incident Emergency and Crisis Management Plan (SMCSWSW8-JHL-WBK-HS-PLN-000006 S2B). The S2B PPO holds the delegation of authority to manage such incidents as outlined in the above mentioned plan.

Any incident and emergency not associated with and not impacting DTT activities within MTS M1 Network will be managed in accordance with MTS Safety Management System (SMS) including MTS Emergency Management Plan.

The Incident and Figure 2, DTT Commander Incident Management Flow Chart below provides a structured process that specifies the key steps to follow during an incident.

3. Incident Classification

The following guidance is provided to the MTS Manager Network Controller (MNC) for determining the classification of any reported incidents. To ensure consistency with the MTS Emergency Management Plan, the incident classifications below are the same as those used by MTS for the M1 Network. However, the examples have been updated to reflect potential incidents and emergencies that may occur during Dynamic Train Testing (DTT) activities. For clarity, once the incident has been classified as Level 2 or Level 3, MTS MNC will assume the role of the DTT Commander as articulated within this procedure. Level 1 incidents within M1 Network will be managed by the Traffic Controller (TC) under the supervision of the MNC. While any minor incidents with SW Metro Corridor will be managed by S2B PPO. MTR Safety Team will provide support and coordination for Level 1 incidents.

	Level 1 – Routine	Level 2 – Critical	Level 3 – Crisis Event
COMMAND AND CONTROL	• Moderate customer impact • Small number of services affected • Short period of disruption • Coordinated MTS responses • Radio Failure • Medical Emergency • Security Breach / Unauthorised Access	• Significant customer impact • Major train delays • Major impact on operations • Train collision or derailment • Trains striking object • Fatality • Full or partial line suspension • Reputational Risk	• Train collision or derailment resulting in death • Major fires • Multiple fatalities • Terrorist attack • Major disruption/incidents defined as an emergency by Chief Executive Officer (CEO) or their delegate: the MNC • Reputational Risk
OPERATIONS CONTROL CENTRE	Traffic Controller (M1 Network) - OCC S2B PPO (SWM Network) - TOCC	Dynamic Train Testing Commander (DTT)	Dynamic Train Testing Commander (DTT) MTS Crisis Event Chair & Team
Incident Size and Scale	Locally Managed Min resources required	Medium Size Multiple resources required Multiple incidents occurring	Large or Protracted Incident Requires strategic advice and direction for recovery.

Figure 1 Incident Classification

4. Roles and Responsibilities

The **DTT Commander** is the sole authority for command during major incidents and emergency management activities within Dynamic Train Testing operations. This role is available to respond immediately to any incident, coordinating with OCC/TOCC and making prompt decisions as required. The DTT Commander may suspend train movements, authorise isolations, and control access to the site.

MTS Manager Network Control (MNC) undertakes the role of the Dynamic Train Testing Commander as outlined in Table 1 DTT Responsibilities. The DTT Commander is the single

point of contact for the command and control of any major incident or emergency that occurs during Dynamic Train Testing activities.

A Level 2 or 3 Incident (as defined in MTS Emergency Management Plan), or Category A Notifiable Occurrence, will trigger a DTT Commander response.

The DTT Commander is responsible for managing the above-mentioned incident category, coordinate emergency and recovery efforts, ensure the safety of all workers, and maintain communication with key stakeholders until the incident is resolved and testing activities can safely resume.

Protection Officers (POs) establish and maintain safe worksite protections, buffer zones, and access control. OCC/TOCC staff secure signalling and train control in accordance with DTT Commander instructions. The MTS Safety Environment Quality and Risk Team is notified within one hour of an incident and receives continuous updates until resolution. In significant cases (MTS Level 3 Incident), the MTS Crisis Event Team for DTT maybe activated until the Incident site is rendered safe and suitable for handback for infrastructure recovery efforts. Crisis Event Chair will provide status update to key and nominated external stakeholders as per *Figure 3 Internal & External Incident Update flow chart*.

For minor incidents, such (as Level 1) occurring during Dynamic Train Testing, the MTR Safety Team may provide support to the Traffic Controller within M1 Network and S2BPPO within SWM Network. Such incidents are low in severity, present minimal risk to personnel or operations, and do not require activation of the DTT Commander role. The MTR Safety Team and S2B Safety Team may coordinate any necessary on-site actions to make the area safe, liaise with relevant operational staff to minimise disruption to testing activities, and maintain accurate records of the event as requested by S2B PPO or MTS Traffic Controller. Once the incident is resolved, the team will complete the required documentation and formally report the incident to MTS and Sydney Metro Authority (SMA) in accordance with established reporting protocols.

Below is an Roles and Responsibility Flow Chart

Roles and Responsibilities

S2B PPO

The S2B-PPO manages the SMLPA possession, sets limits, grants the TTZ, ensures IBA and OHW processes, directs Worksites, enforces safety, monitors compliance, handles possession emergencies, confirms points, keeps records, authorises movements, and shares safeworking info with the MTS PPO.

Train Coordinator

The MTR Train Coordinator oversees Dynamic Train Testing, controlling movements, ensuring boundary and OHW compliance, coordinating with PPOs, and communicating with stakeholders. They run ATS/ATC tests, maintain records, manage incidents, remove GAMA control, use ATS for emergencies, and liaise with MTS TC on safety-critical issues.

TOCC Traffic Controller (TOCC – TC)

The TC-TOCC coordinates ATS and ATC test scenarios, records test train operations and incidents, responds to TTZ emergencies, ensures GAMA control removal, manages train movements per the Train Coordinator, can stop trains via ATS in emergencies, and liaises with MTS TC for safety-critical alarms.

Test Train Pilot

The Test Train Pilot follows all safety-critical instructions, relays them to the CJC-T, maintains communication with testing staff, ensures train and personnel safety, holds required route knowledge, checks radio functionality, reports train location via Tetra, and ensures the CJC-T complies with safety directions.

Worksite Protection Officer(s)

The Worksite Protection Officer safeguards rail workers from test trains by controlling access, monitoring the work zone, ensuring PPE compliance, communicating with the S2B-PPO and platform workers, reporting safety hazards, and following rail safety regulations.

CJCT

The CJC-T follows the Test Train Pilot's instructions, operates the test train per safety procedures, maintains required route knowledge, and reports defects, incidents, or emergencies to the pilot.

Train Supervisor 	The Train Testing Supervisor oversees train testing operations, manages schedules, conducts briefings, supervises teams, maintains equipment, analyses results, reports to stakeholders, ensures accurate documentation, and records activities in the MTR Safe System.
Southwest Electrical Controller 	The Southwest Electrical Controller manages and monitors the SW power network during testing, including switching, regulating, and isolating supply, handling faults and alarms, overseeing maintenance, authorising work, providing technical advice, and maintaining logs and safety documents.
MNC – DTT Commander 	During DTT activities, the DTT Commander, appointed from MTS's Manager Network Control, serves as the single authority for all major incidents. They ensure personnel safety, coordinate emergency response, maintain stakeholder communication, and oversee the safe resumption of testing until the site is secure, providing a structured and accountable approach to incident management.
MTS Electrical Controller 	The MTS Electrical Controller and controls power and engineering subsystems, ensuring they are stable, reliable, and available for train operations, and reports any issues affecting testing to the MTS TC.
MTR Safety Team 	The MTS Rail Safety Team conducts safety audits, respond and manages low level DTT incident, investigates occurrences, updates Intelex, reports incidents to MTS and SMA, and supports Safety Share and Lessons Learnt.
MTS Safety Team 	The MTS Rail Safety & Systems Team reviews and endorses DTT Safe Notices, reports and liaises on notifiable occurrences, leads Category A & B investigations, supports SMA safety investigations, conducts ad-hoc audits, and provides safety support to the MTR Train Testing Team.

Table 1 Roles and Responsibilities

No	Event	Responsibility	Details
1	Incident Occurs	RSW's involved to communicate on the radio to stop train movements.	All Test Trains to come to a complete stop and Test Train Pilot/s to advise Train Coordinator
2	Incident Notification	Train Coordinator to confirm location of incident and notify MNC & S2BPPO	If adjacent line impacted, S2B PPO to notify the impacted signaller
3	Incident Triage	MNC to determines if the Incident is Minor, Major or Emergency	For Minor incidents: S2B PPO to manage for SW TC/PPO to manage for M1
4	Major Incident / Emergency	Assumes the role of DTT Commander	
5	Secure Corridor & make site safe	Confirm all test train movements have ceased and are restrained. Confirm the exact location of all Test Trains. Advise impacted adjacent operators of the incident status where required.	• Record the exact location of the incident, including Track ID (e.g., Up MSW / Down MSW), Chainage, Suburb, Nearest road or access point, etc. • Test Train restrained • Instruct Electrical Controller or Engineering Controller to isolate Power (where required) • manage and keep external adjacent impacted parties informed of status of incident
6	Incident/Emergency Management	Organise required Emergency Services to the incident site	Contact Emergency Services and provide a clear and accurate description of the incident and location details to facilitate a quick response.
7	Incident/Emergency Management	Once made safe determine if MTS Crisis Event Team for DTT is to be stood up	Advise Crisis Event Chair for DTT as Level 3 Incident (where required).
8	Preserve Site & Notify Stakeholder	Notify key stakeholders	• Regulatory Notifications and approval to disturb the site from Regulator • Provide update to Crisis Event Chair
9	Preserve Site	Depending on the location and type of the incident, stop all works within SW and/or M1 Corridor	Undertake a Dynamic Risk Assessment and determine if other works in the corridor needs to cease.
10	Preserve Site	Deploy the relevant qualified workers to	Assign a Qualified Worker to the scene to manage safe access for

		secure the area and ensure no unauthorised personnel enter the Rail Corridor (UTO Fence line to UTO Fence line).	emergency services or other authorised responders entering the rail corridor.
11	Incident/Emergency Management	Update key stakeholders on the status of the incident.	• Maintain open lines of communication with all parties involved. Provide timely and accurate updates as the situation evolves. • Keep a record of actions taken
12	Restoration and Recovery	Once the incident has been resolved, coordinate rectification of the incident site and obtain relevant certifications to confirm if safe to resume worksite or train movements, noting any restrictions.	• Coordinate with S2B PPO and relevant MTS stakeholders for system and infrastructure certifications.
13	Handover to DTT Train Coordinator	Advise Train Coordinator of completion of incident, any relevant restrictions or operating conditions before the recommencement of train testing and/or work activities	• Step down as DTT Commander Level 3 (Crisis Event) suspended
14	Re-Commencement of DT	Train Coordinator to brief all DTT participants on any relevant restrictions or operating conditions	Re-commence DTT activities

Table 2 Incident Responsibilities

5. Incident Response Protocols

When an incident occurs during Dynamic Train Testing , the first person to detect it — whether Worksite Protection Officer, Test Train Pilot, S2B PPO, or other worker — must immediately report it to the Train Coordinator. The Train Coordinator will then notify the Manager Network Control, providing the precise location, a clear description of the incident, and details of any immediate hazards. The MNC will assess the incident and classify the incident according to the MTS Incident Classification Framework.

The following information must be provided where available as a minimum when providing an initial report .

E	**Exact** location
T	**Type** of incident
H	**Hazards** present (actual or potential)
A	**Access** - best route for emergency services to access the site, or obstacles and bottlenecks to avoid
N	**Number** of casualties, dead or uninjured on scene
E	**Emergency** services required or present

The DTT Commander ensures continuous communication with OCC/TOCC, POs, technical teams, emergency responders, and the HSEQ Manager. Once hazards are contained, recovery begins through inspection, functional testing, and repair. Testing is resumed only when the Commander confirms the Rail Corridor is safe where DTT is to commence. A post-incident review is then conducted.

5.1. Step-by-Step Incident Response

1. Incident Occurs

- Rail Safety Workers (RSWs) move to a place of safety.
- RSWs call on the emergency radio channel, stating **"EMERGENCY, EMERGENCY, EMERGENCY"** to initiate stopping by the Test Train Pilot/CJCT.

2. Confirm Train Movements Stopped

- Train Coordinator confirms all train movements have ceased.
- Train Coordinator notifies Manager Network Control (MNC) and S2B PPO.
- If the incident is impacting, or has the potential to impact, an adjacent network, notify the Operator of the adjacent network.

3. Determine Severity

- MNC determines if the incident is Level 1 (Routine), Level 2 (Critical) and Level 3 – Crisis Event .
- For minor incidents:
- M1 network – Train Coordinator works with MTS PPO/TC.
- Southwest LPA – Train Coordinator works with S2B PPO.

4. Major Incident/Emergency Response

- MNC assumes DTT Commander role.
- Secure the rail corridor and make site safe.
- Notify emergency services if required.

5. Manage the Incident

- DTT Commander follows MTR Incident Response Plan processes to coordinate emergency management, recovery, and site hand-back.

6. Handover and Resume Operations

- Once safe, DTT Commander steps down and hands site back to Train Coordinator.
- Train Coordinator confirms any IBA requirements are met before resuming DTT activities.

Incident Occurs: Immediate action

In the event of an incident or Emergency during Dynamic Train Testing, the following must occur. Refer to DTT Commander Incident Management flowchart provided within Figure 3.

- RSW's involved to communicate on the radio to stop train movements. All Test Trains to come to a complete stop and Test Train Pilot/s to advise Train Coordinator
- Train Coordinator to confirm location of incident and notify MNC & S2BPPO If adjacent line impacted, S2B PPO to notify the impacted adjacent Network Operator representative i.e. ARTC/Sydney Trains.
- The Train Coordinator must instruct the Test Train Pilot to come to a complete stand and secure test train immediately during Dynamic Train Testing and confirm when this is completed. Testing and train movements are now suspended.
- The Train Coordinator has confirmed with the Test Train Pilot that the Test Train is stationary, the park brakes are applied, and the pantographs have been lowered. The Test Train will not re-energise or move until authority is provided by the DTT Commander for incident management purposes.
- Train Coordinator must then notify the Manager Network Control and S2BPPO.
- MNC to then assume the role of the DTT Commander and then take command and control of the emergency and manage the emergency.
- DTT Commander follow the
- MTR to enact the Incident Management (A-HS-PR-00153) process and notifications to the relevant stakeholders

6. DTT Commander to coordinates incident response

a) Manager Network Control (MNC) notified of Incident

Incident Notification:

- All DTT related incidents must be reported to the MNC at MTS OCC via the Train Coordinator.
- MNC to determine if a reported incident is a minor, major incident or an emergency

b) DTT Commander – Assumption of command & Control:

- The DTT Commander is now the single point of contact for the command and control of the major incident or emergency
- All workers involved in the incident response must be made aware that a DTT Commander role has been stood up and this will be the MNC within MTS Operations Control Centre (OCC)
- The DTT Commander confirms the incident type and exact location through consultation with the Train Coordinator, Test Train Pilot, Protection Officers (MTS & S2B), Worksite Protection Officers (WPOs), and the Train Supervisor.
- DTT Commander will coordinate activities as required with qualified and competent workers in the field and within TOCC/OCC and PPO Office.

c) Incident Site Safety and Containment

- Secures the affected area and establishes a controlled access perimeter.
- Prevents entry without authorisation, especially in UTO (Unattended Train Operation) fenced zones and the Dynamic Testing Danger Zone. The DTT Commander will assign a Qualified Worker to the location, such as a Protection Officer, MTS Customer Operations Lead (Metro Commander), or MTR Safety staff, to assist with establishing boundaries that restrict unauthorised access to the incident site.
- Verifies whether the test train is isolated, powered down, or if any rail systems need to be suspended for safety.
- Ensures safe entry and egress points for emergency responders and site personnel.
- The DTT Commander may deploy the relevant qualified workers to secure the area and ensure no unauthorised personnel enter the Rail Corridor (UTO Fence line to UTO Fence line).
- Organises Post Incident Drug and Alcohol testing of Rail Safety Workers involved.
- Coordinates and manages the incident response (see specific responses section with Annexure A for more information)

d) Activation of Emergency Protocols:

- Assesses whether the event meets the criteria for a major incident or emergency.
- If level 3 incident, escalate to the MTS Crisis Event Team for DTT as required.
- Coordinate with S2B or MTS PPO to manage adjacent work sites
- If required, notify other affected Rail Transport Operator (ARTC, Sydney Trains)
- Initiates environmental or hazardous material response if the event involves fire, fuel, chemicals, or biohazards.
- Contact and coordinate emergency services where required

e) Communications & Coordination:

- Acts as the central coordination point for all communication related to the incident.
- Maintains effective communication with the S2B and/or MTS PPOs, Train Coordinator, Test Train Pilot and on-site personnel to monitor safety risks and incident progression.

- As required, notify relevant stakeholders including MTS Safety, MTR Safety and Rail Operations Teams, S2B Safey, Interface Teams, Maintenance, and external contractors.
- For level 3 incidents, provide regular updates to MTS Crisis Event Team for DTT.
- Liaise with emergency services, ensuring they are escorted to and from the incident and briefed appropriately.

f) Stakeholder Management & Recordkeeping

- Ensures all actions, decisions, timestamps, and communications are logged in an Incident Record.
- Provides a structured handover briefing to the MTR Safety Investigation Team, supporting immediate or post-incident reviews.
- If required, organises witness statements of RSW's involved

7. Safety Critical Communication Protocols

Safety-critical communication is any communication that, if not delivered, received, or understood correctly, could result in death, serious injury, or significant damage to property, infrastructure, or the environment.

For the purpose of Incident and Emergency Management all communication is to be treated as Safety Critical Communication. The workers assigned the roles and responsibilities to report and manage the incident must follow the following principles:

- Clear, concise, and unambiguous
- Relevant to the task at hand
- Acknowledged and confirmed before being acted upon
- Undertaken on a recorded device if available
- Recorded in required format in permanent form and/or system where mandated
- Use of phonetic alphabet, spoken numbers and use of 24-hour time
- Correct use of Safeworking designation and location/Equipment identifiers
- Use of standard terms (e.g., "Over", "Out", "Emergency, Emergency, Emergency")
- Confirmation via read-back for authorities/action required and critical information

In Emergencies:

- Use any available communication method
- Start with "Emergency, Emergency, Emergency"

Emergency communications must be:

- Given priority, and
- Answered immediately

Provide:

- Name and Safeworking designation
- Location
- Nature of emergency
- Required assistance

Follow steps in MTS Rail Safety Rules Procedure - MPR 721 Section: Emergency Radio Communications.

Primary communication During Dynamic Train Testing is via TETRA radio. If unavailable, use a mobile phone to contact an MTS recorded landline. The DTT Commander maintains communication with all parties and records all notifications, directives, and actions in the incident log.

7.1. DTT Commander – Communications Protocol:

To maintain clear and accountable communication during Dynamic Train Testing (DTT), a defined communications protocol (as below) must be followed by the DTT Commander. This ensures effective coordination, prevents miscommunication, and supports post-incident investigations through accurate record-keeping.

All communications initiated or received by the DTT Commander must be conducted using recorded channels — specifically, the MTR TETRA Recorded Radio (Rail Operations Group Chat) or Recorded Phone Lines.

7.2. Approved Communication Channels:

- DTT Commander ↔ S2B and/or MTS PPO – via Recorded Phone Line
- DTT Commander ↔ Train Coordinator – via MTR TETRA Radio (Rail Operations Group Chat)
- DTT Commander ↔ Test Train Pilot – via MTR TETRA Radio (Rail Operations Group Chat)
- DTT Commander ↔ Train Supervisor – via MTR TETRA Radio (Rail Operations Group Chat)
- DTT Commander ↔ Worksite Protection Officer(s) – via MTR TETRA Radio (Rail Operations Group Chat)

7.3. Other Essential Communications:

- Train Coordinator ↔ Test Train Pilot – via MTR TETRA Radio (Rail Operations Group Chat)
- S2B and/or MTS PPO ↔ Worksite Protection Officer(s) – via MTR TETRA Radio (Rail Operations Group Chat)
- Train Supervisor ↔ Test Train Pilot – Verbal (face-to-face)
- Test Train Pilot ↔ CJCT – Verbal (face-to-face)
- DTT Commander ↔ South Electrical Controller – Verbal (face-to-face)

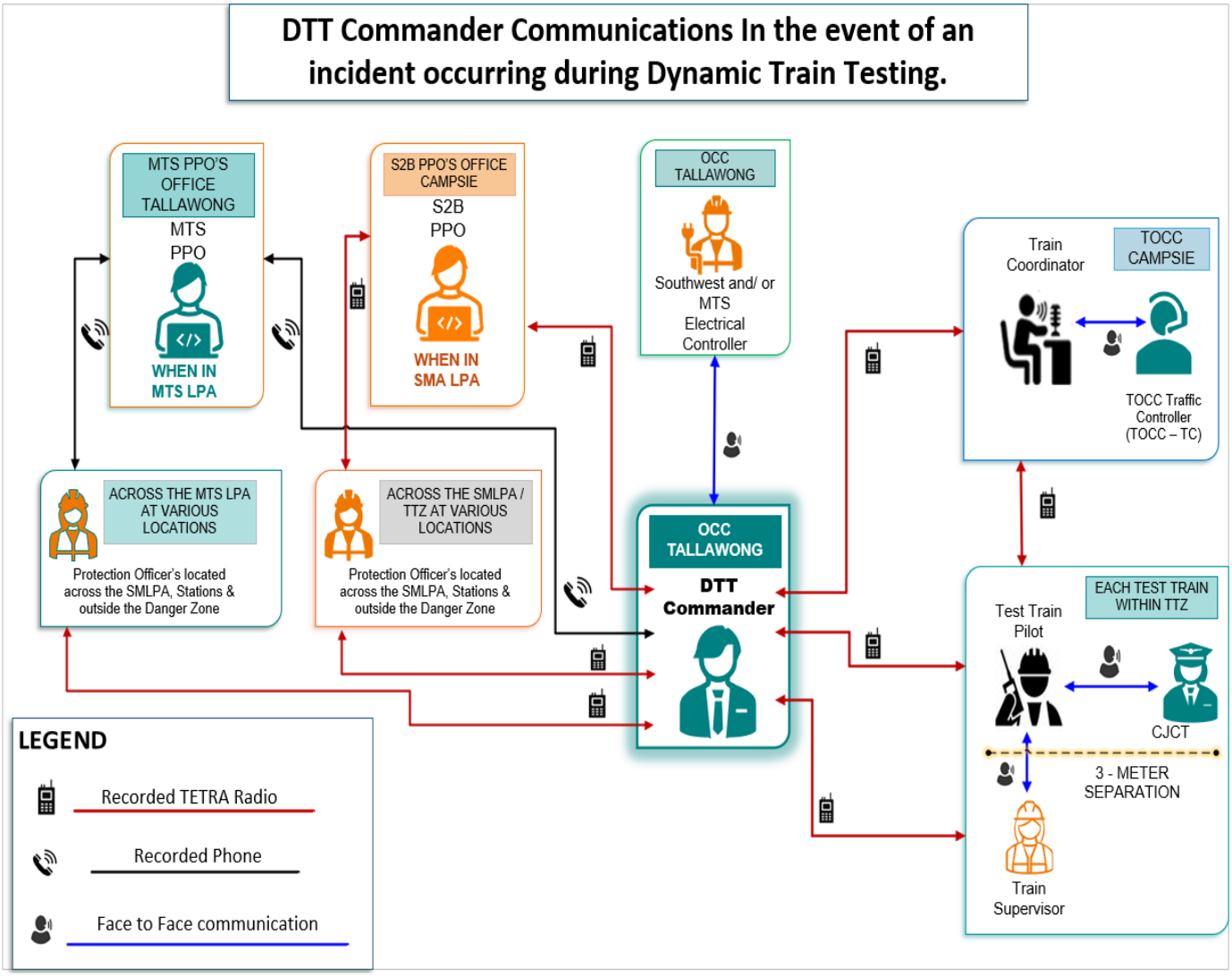

Figure 2 DTT Communications Flow Chart

The following communication protocols are to be followed to advise relevant internal and external stakeholders regarding Level 1, Level 2 and Level 3 incidents. This flow chart is similar to the protocols as defined with the MTS Emergency Management Plan.

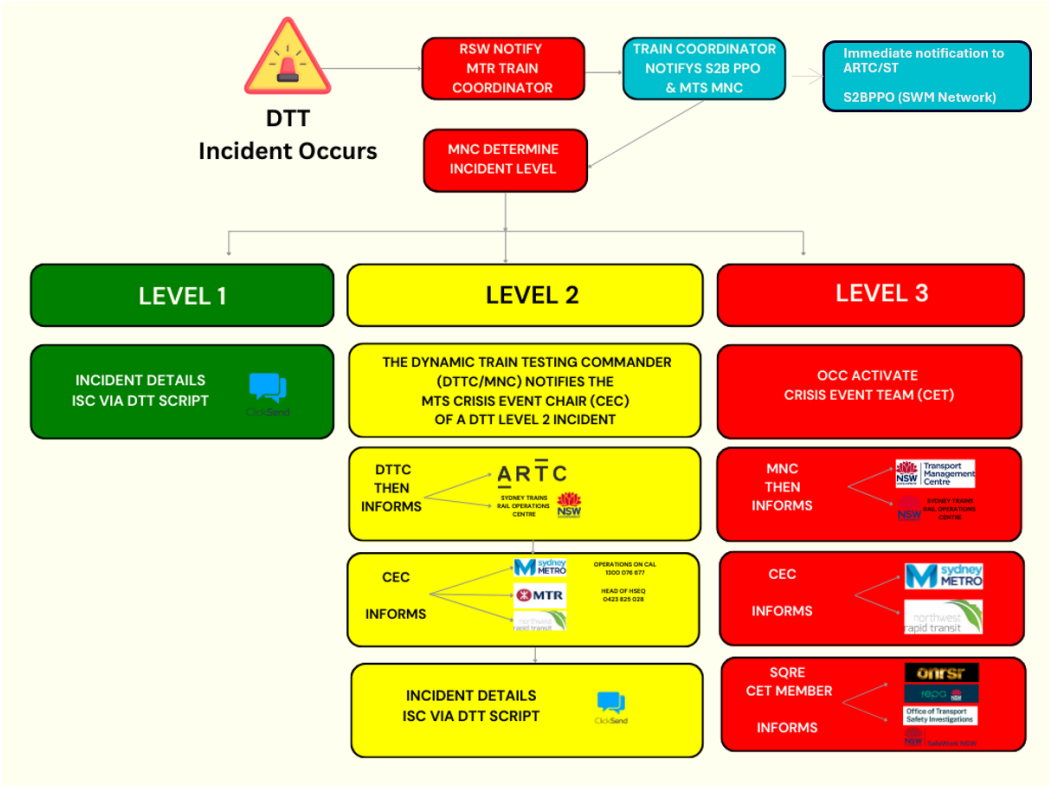

Figure 3 Internal & External Incident Update flow chart

7.4. Communication System Failure

If primary communication is not available or fails during DTT:

Immediate Actions:

- Qualified Workers must cease work until effective communication is restored as required or an alternate method has been established.
- The Train Testing Pilot must stop DTT activities and advise Train Coordinator via secondary communication method

Alternative Communication Options:

The alternate communication method must be used as provided.

Some examples are provided below:

- Fixed Station Telephones are available at all stations and cross-passages within the tunnels (M1 Network).
- Tunnel Emergency Phones: Installed at regular intervals in tunnel areas (M1 Network).
- Radio (if available): Follow open-channel communication protocols.
- Mobile Phones as secondary for immediate notification only

Escalation Pathways:

For all safety critical communication, if the communication is unclear or there is a dispute regarding the actions required by either party, the matter must be escalated to relevant person in charge i.e. Train Coordinator, DTT Commander, S2B PPO

8. Emergency Stop Protocol

Any individual during Dynamic Train Testing who observe an imminent threat may declare "EMERGENCY – EMERGENCY- EMERGENCY" over the radio. This results in an immediate braking command by the Test Train Pilot, with full verification of a stop before further activity resumes.

9. Emergencies in the rail corridor

The coordination of safe access and egress to the emergency site is a vital component of being able to respond to a rail-based emergency with speed and efficiency. All workers involved in the management of the emergency are required to follow MTS Rail Safety Rules to ensure safe access for all people to the rail corridor.

If an emergency occurs on a train and the train may be safely moved, the train will be brought into a station to reduce any need to access the rail corridor. If the train and platform doors do not align, train doors will be opened, and workers will use the panic bolts to open the platform doors.

The DTT Commander will assess each incident and emergency individually and in conjunction with emergency services will consider the safest and quickest access to the emergency sites in the rail corridor by:

- Walking.
- Train.
- Track trolley.
- Battery Electric locomotive (BEL).
- Road-rail vehicle.
- Where possible clearing the rail path to allow BEL and High Rail Vehicle Access.

10. Incident Closure

The DTT Commander verifies that hazards have been removed, and all systems are functional. A formal authorisation is communicated to all personnel before operations restart. With information provided by the DTT Commander a closure report is prepared for the HSEQ team.

11. DTT Commander Incident Response Flowchart

This flowchart provides a visual representation of the step-by-step incident response procedure for Dynamic Train Testing. It should be displayed in the OCC, TOCC, and any other operational areas for quick reference during an incident.

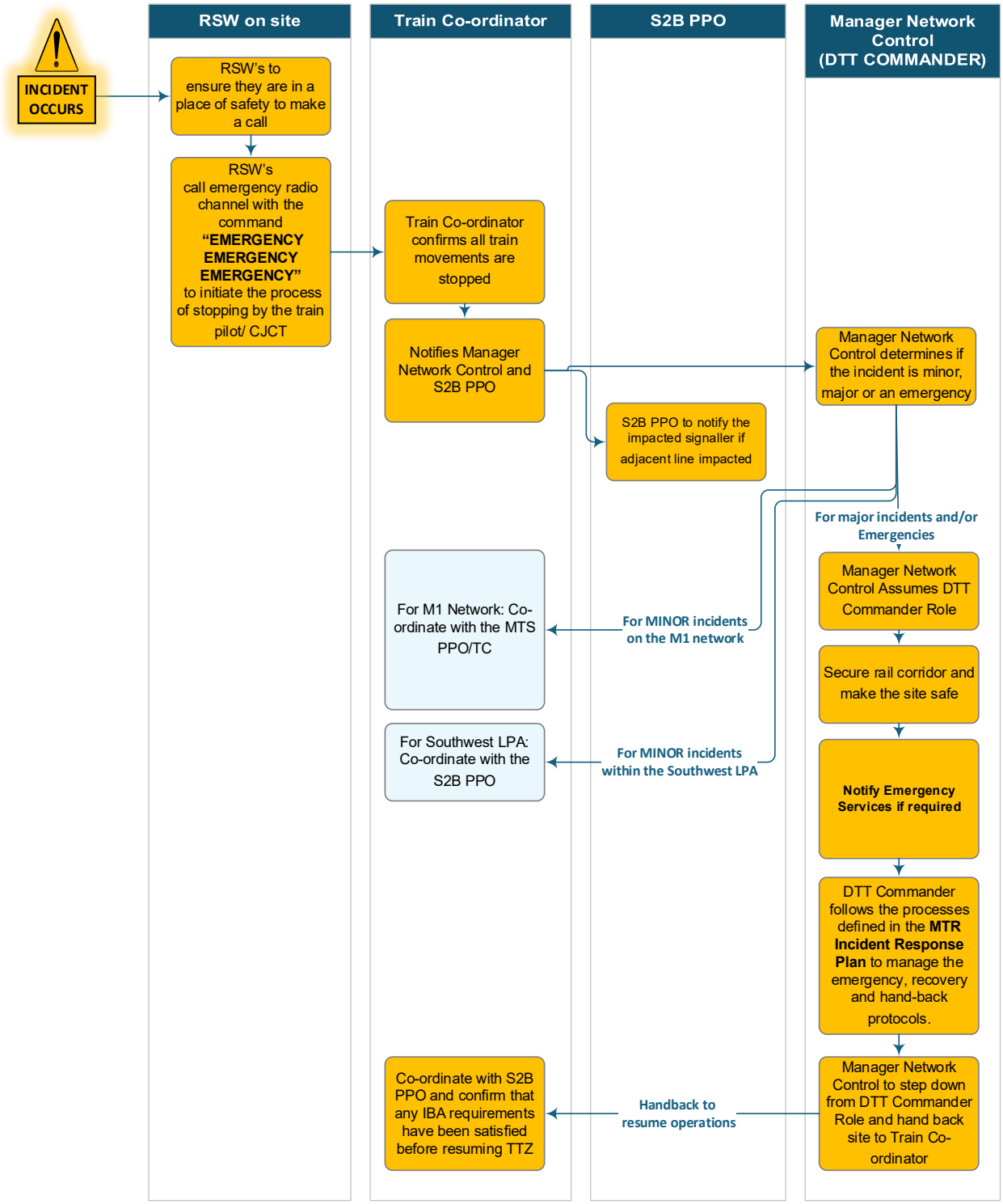

Figure4 4 DTT Commander Incident Management Flow Chart

12. Incident and Emergency Contact List

INCIDENT AND EMERGENCY CONTACTS		
Name	**Title**	**Contact Number**
S2B Possession Protection Office Day Shift Night Shift	S2B-PPO	S2B PPO1: 0458 901 670 S2B PPO2: 0482 472 423
MTS Possession Protection Officer	MTS PPO	9854 4552
Joel Blackett	Rail Safety Manager Sydney Metro Authority (SMA)	0423 254 593
Alex Chang	Head of HSEQ & Sustainability (MTR)	0423 825 028
MTS Manager Network Control / DTT Commander	MTS MNC – DTT Commander	02 9854 4888
Sydney Trains Rail Operations Centre (ROC)	ROC – Comms NIM North On Call	02 8577 7023 02 8218 1304 (02) 9379 4733
Transport Management Centre (TMC)	On Call	1300 725 886
Train Transit Manager **ARTC**	Train Transit Manager (Junee)	(02) 6930 5311
Train Transit Manager **ARTC**	Emergency (Junee)	(02) 6924 9866
All Electrical Incidents	MTS Electrical Network Manager	0437 574 675
Bruno Marques Belloff	WHS/Rail Safety Operations Manager (MTS)	0429 224 432
Dave Paton	Rail Safety Manager (S2B)	0438 905 293
Vishal Singh	MTS Rail Safety & Systems Manager – Safety, Quality, Risk, Environment & People	0409 840 816
Emmanual Manolis	Rail Operations Manager (MTR)	0413 846 970
(Issues related to CJC-T Train Crew)	MTS Manager of Network Control	02 9854 4888

ONRSR **(Notifiable Occurrence Reporting)** **1800 430 888** **(24hrs/7 days)** **SafeWork NSW** **131050**	SMA & MTS Safety Teams	SMA & MTS On Call Safety Representative (As per Safe Notice)

Table 3 Incident Management Contact List

Annex A – Incident-Specific Response Sequences

The following procedures supplement the general response framework with tailored steps for specific incident types or classes of foreseeable emergencies that may occur Dynamic Train Testing.

A1. Overhead Wire (OHW) Power Trip

1. Immediately report trip location, track ID, and time to DTT Commander.
2. Ensure all workers remain clear of OHW until confirmed de-energised.
3. DTT Commander instructs Southwest Electrical Controller and or MTS Engineering Controller to confirm isolation.
4. Workers must wait instructions before entering affected area.
5. If unaffected areas are safe, DTT Commander may authorise limited operations.
6. Once fault rectified, OHW is re-energised under controlled conditions.
7. DTT Commander issues authorisation to resume operations.

A2. OHW Down / De-Wirement / Sydney Trains HV

1. The Train Coordinator in conjunction with the S2B PPO Stop all train movements in affected section; advise DTT Commander and, if required, adjacent Operators.
2. Ensure all workers remain clear of OHW until confirmed de-energised.
3. Isolate OHW; confirm de-energisation with Southwest Electrical Controller and or MTS Engineering Controller if required.
4. Workers to maintain safe distance; establish extended exclusion zone.
5. Notify SW EC and or MTS EC and emergency services if wires obstruct track.
6. Recovery to be conducted under electrical permit-to-work.
7. Resume only after inspection and functional testing confirms safety.

A3. Signalling Fault / Irregularity / Points Failure

1. Report fault location and nature to DTT Commander immediately.
2. TOCC / OCC to secure affected routes and confirm safe state.
3. Follow instructions from DTT Commander for manual route setting or pilot working.
4. Signal maintenance dispatched to site.
5. Resume operations only after system verification.

A4. Train Requiring Rescue

1. DTT Commander coordinates and ensure all affected and adjacent train movements come to a stop.
2. Ensure all workers are clear from failed train.
3. Await arrival of rescue train; follow safeworking procedures for coupling.
4. Assist with moving failed train to depot or safe location.
5. Inspect track and surrounding infrastructure for damage before resuming testing.

A5. Failure of Battery Electric Locomotive (BEL) During Train Rescue

1. Train Coordinator in conjunction with the S2B PPO Stop all movements in affected section; notify DTT Commander with location and fault details.
2. Evacuate any workers into a safe place,(if required).
3. Secure site; restrict access to authorised personnel.
4. DTT Commander to coordinate fault assessment with Rolling Stock maintenance team.
5. Deploy alternative rescue option (second operational EMU).
6. Notify MTS Safety, Sydney Metro, and relevant stakeholders.

7. Resume operations only after fault rectified or alternative rescue complete, and site inspected.

A6. Train Derailment

1. Declare “EMERGENCY” and apply emergency stop during Dynamic Train Testing.
2. Advise DTT Commander, adjacent Operators and, if required, Electrical or Engineering Controllers.
3. Evacuate any workers within proximity of Derailed Train.
4. Secure site; no unauthorised access permitted.
5. DTT Commander to notify emergency services.
6. Evacuate Train Testing staff.
7. Preserve site for investigation; use approved rerailing procedures for recovery.
8. Resume operations only after regulatory clearance and inspection.

A7. Train Striking Object

1. Stop all train movements in affected section.
2. Advise DTT Commander and, if required, adjacent Operators.
3. Confirm train and track safety before moving.
4. Remove obstruction if safe; otherwise, secure until maintenance arrives.
5. Inspect rolling stock and track before resuming.

A8. Radio Failure

1. Stop train if unable to maintain communication with TOCC.
2. Advise DTT Commander and, if required, adjacent Operators.
3. Restore communications via backup radio or mobile.
4. Resume once secure communications are re-established.

A9. Fire on Train

1. Declare “EMERGENCY” and stop train.
2. Advise DTT Commander and, if required, adjacent Operators.
3. Evacuate if necessary; ensure workers move to safe location.
4. Isolate affected electrical systems.
5. Deploy fire suppression equipment or request Fire & Rescue.
6. Conduct inspection before resuming operations.

A10. Medical Emergency

1. Call 000; provide exact location and safest access route.
2. Advise DTT Commander.
3. Stop nearby work or Train Testing operations if required.
4. Allow medical responders unimpeded access to site.
5. Resume only when patient has been transferred, and site is safe.

A11. Security Breach / Unauthorised Access

1. Stop the Train(s).
2. Advise DTT Commander and, if required, adjacent Operators.
3. Deploy WPOs to secure area and remove unauthorised persons.
4. Resume after site is confirmed secure; conduct LINE CLEAR if required.

A.12. Train Strike Worker or Intruder

1. Declare “EMERGENCY” and stop all train movements in the area.
2. Train Coordinator to confirm details, notify DTT Commander and S2B PPO.
3. Call 000 and escort emergency services to scene.
4. Evacuate workers into a safe location.
5. Secure site; restrict access to authorised personnel only.
6. Treat as Category “A” Notifiable Occurrence; preserve site until Regulator approval.
7. Notify MTS Safety, Sydney Metro, and Regulator; activate Crisis Event Team if Level 3.
8. Post-incident: conduct D&A testing, collect evidence, and resume operations only after clearance.

A.13. Vehicle intrudes corridor

1. Report “EMERGENCY”, give location, vehicle type, and direction; stop all train movements.
2. Advise DTT Commander and adjacent Operators.
3. Deploy WPOs to secure area and prevent vehicle movement (without endangering personnel).
4. Call 000 for Police; request Fire & Rescue if hazards present.
5. Suspend works until site declared clear and safe.
6. Notify MTS Safety, Sydney Metro, and Regulator if notifiable.
7. Inspect infrastructure; resume testing only after engineering clearance and DTT Commander authorisation.

A14. Train Derailment or loss of load from Adjacent Network into SWM Corridor

1. Declare “EMERGENCY” and apply emergency stop during Dynamic Train Testing.
2. Advise DTT Commander, adjacent Operators and, if required, Electrical or Engineering Controllers.
3. Evacuate any workers within proximity of Derailed Train.
4. Secure site; no unauthorised access permitted.
5. DTT Commander to notify emergency services.
6. Evacuate Train Testing staff if required.
7. Preserve site for investigation; use approved rerailing procedures for recovery.
8. Resume operations only after regulatory clearance and inspection.

A15. Overheight Vehicle Striking an Underbridge / Abnormal degradation or collapse of structure (incl. rockslide, landslide and subsidence)

1. Stop all train movements in affected section.
2. Advise DTT Commander and, if required, adjacent Rail and Road Operators.
3. Confirm train and track safety before moving.
4. Remove obstruction if safe; otherwise, secure until maintenance arrives.
5. Workers to maintain safe distance; establish extended exclusion zone.
6. Resume only after inspection and certified to confirms safety.
7. Inspect rolling stock and track before resuming.

A.16. Natural Hazard (i.e. Floods, Bushfire, Storms, etc)

Current forecast for DTT period is increased precipitation as advised by NSW Emergency Services. As such the following protocols should be considered:

Prior to commencing DTT, the Train Coordinator to check the Bureau of Meteorology (BOM) to stay up to date with the latest forecasts and warnings. Weather forecasts should be taken into consideration

when planning for DTT activities. For further information refer to www.bom.gov.au and the BOM Weather app.

During DTT, the Train Coordinator to continue reviewing the BOM for weather conditions. The train Coordinator in consultation with S2B PPO and DTT Commander can stop train testing if they believe, the adverse weather conditions has the potential to safely conduct DTT activities.

According to NSW State Emergency Services, Sydney has been flagged as an area of increased flood potential for upcoming season of spring and summer of 2025/26.

A.17. Train Collision

1. Declare “EMERGENCY” and apply emergency stop during Dynamic Train Testing.
2. Advise DTT Commander, adjacent Operators and, if required, Electrical or Engineering Controllers.
3. Evacuate any workers within proximity of collision.
4. Secure site; no unauthorised access permitted.
5. DTT Commander to notify emergency services.
6. Evacuate Train Testing staff.
7. Preserve site for investigation.
8. Resume operations only after regulatory clearance and inspection.

Incident Response Plan-DTT SMCSWTS2-MTR-RFT-SM-PLN-010180 - Rev G

Final Audit Report 2025-09-18

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