



# Engineering Waiver Management Procedure

Rail Commissioner

PR-AM-GE-807

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## 1. Introduction

The Department for Infrastructure and Transport (The Department) manages and operates the Adelaide Metropolitan Passenger Railway Network (AMPRN) under the Rail Accreditation assigned to The Rail Commissioner (RCom).

Rail Safety National Law (RSNL) (South Australia) Act 2012 requires RCom to have a structured and disciplined approach to management of the asset lifecycle.

## 2. Purpose

This Procedure details the process for the endorsement and approval of deviations from RCom Engineering Standards, Procedures, Code of Practice, Specifications and Instructions that form part of RComs Engineering Management System used to ensure safety and customer service levels are efficiently and effectively supported.

Waiving rail engineering standards may occasionally be justified. However, this cannot be done without subjecting such action to an equivalent level of risk and safety scrutiny as the decision to adopt rail engineering standards in the first place.

## 3. Scope

This document applies to deviations from Engineering Standards, Procedures, Code of Practice, Specifications and Instructions to be used in designing, constructing, maintaining and decommissioning any assets used on or in connection with the AMPRN rail infrastructure, rolling stock or supporting systems.

This process is for the generation of engineering waivers for non-compliance with rail engineering standards.

## 4. Supporting information

### 4.1. Acronyms

ACRONYM	EXPANDED ACRONYM
AMPRN	Adelaide Metropolitan Passenger Rail Network
AS/NZS	Australian Standard/New Zealand Standard
ISO	International Standards Organisation
RCom	The Rail Commissioner

### 4.2. Definitions

TERM	DEFINITION
Discipline Group	Various disciplines within RCom i.e. Track and Civil, Signals and Communications, Electrical Engineering, Rolling Stock Engineering, Rail Operations, Maintenance etc.
KNet	RCom Electronic Record and Document Management System
Safety Validation	The process defined in AS 4292.1 and expanded in the requirements of this document and performed by the Safety Validator(s).
Safety Validator	Role assigned to carry out the process as defined in AS4292.1, and expanded by the requirements articulated in this document.
Rail Engineering Standard	An authorized document that describes the rail engineering characteristics, properties or qualities of an item of infrastructure or equipment. It is intended to underpin customer and user expectations that the infrastructure or equipment will be safe, reliable and fit-for-purpose.
The Department	The Department for Infrastructure and Transport
The Originator	The entity proposing the engineering waiver
Waive	To decide not to require a level of performance normally enforced.
Waiver	The authorised record of a decision not to require a level of performance or conformance that is normally enforced.

### 4.3. Related documents

DOCUMENT NAME	DOCUMENT NUMBER
Design Lifecycle Management Procedure	PTS-MU-10-EG-PRC-00000023
Development and Approval of Rail Engineering Standards	FR-AM-GE-804
Engineering Waiver Form template	TE-EM-DM-1509
Waiver Register	KNet# 5444545

### 4.4. Referenced documents

DOCUMENT NAME
Rail Safety National Law (South Australia) Act 2012

## 5. Roles and responsibilities

### 5.1. The Originator

The Originator proposes the waiver by completing the *Engineering Waiver Form template TE-EM-DM-1509*. This form provides the risk analysis and issues register defining the safety risk and impacts of the waiver. The document number for the engineering waiver will be issued by RCom Asset Management. This template can be accessed via the RCom Asset Management website. The Originator must ensure that all items are addressed, and that sufficient supporting documentation is provided.

### 5.2. Engineering Waiver Manager

The Engineering Waiver Manager is to be nominated by name within the engineering waiver form and is responsible and accountable for ensuring the technical assessment of the waiver has been considered with relevant stakeholders and subject matter experts and, that all impacts and actions required that arise from an approval of the waiver are completed. These include, but are not limited to, transfer of residual risks to another project entity or operational function, updating and necessary design models, documentation and/or drawings, conduct of training and/or inductions, and the completion of and submission of records.

The Engineering Waiver Manager may be The Originator.

### 5.3. Technical Reviewer

The engineering and safety reviewers are responsible for performing the engineering and safety validation under *Rail Safety National Law*. That the information in the Waiver and supporting documents are correct and covers all hazards and will achieve the required/nominated risk levels.

### 5.4. Discipline Lead

The Discipline Lead is responsible for evaluating the technical aspects of the waiver and providing recommendation for approval. The Discipline Lead should be a person who is a subject matter expert in the subject of the waiver. If the waiver covers interfaces between multiple subject matters of different disciplines, then more than one Discipline Lead may be required.

The Discipline Lead endorsement of the waiver and supporting documents confirms:

- That the information in the Waiver and supporting documents are correct
- That it fully addresses the technical issues, and
- That the proposed treatments are suitable and will achieve the required network performance levels

### 5.5. Rail Engineering Authority

The Rail Engineering Authority is responsible for ensuring that:

- The Waiver process has been accurately presented and complete
- The Engineering and Safety validation has been performed
- The relevant Discipline Lead/s have endorsed the waiver for approval.

## 6. Engineering Waiver Process

### 6.1. Process Overview for Engineering Waivers

The generic process for development and approval of a waiver is shown in Figure-1 below.

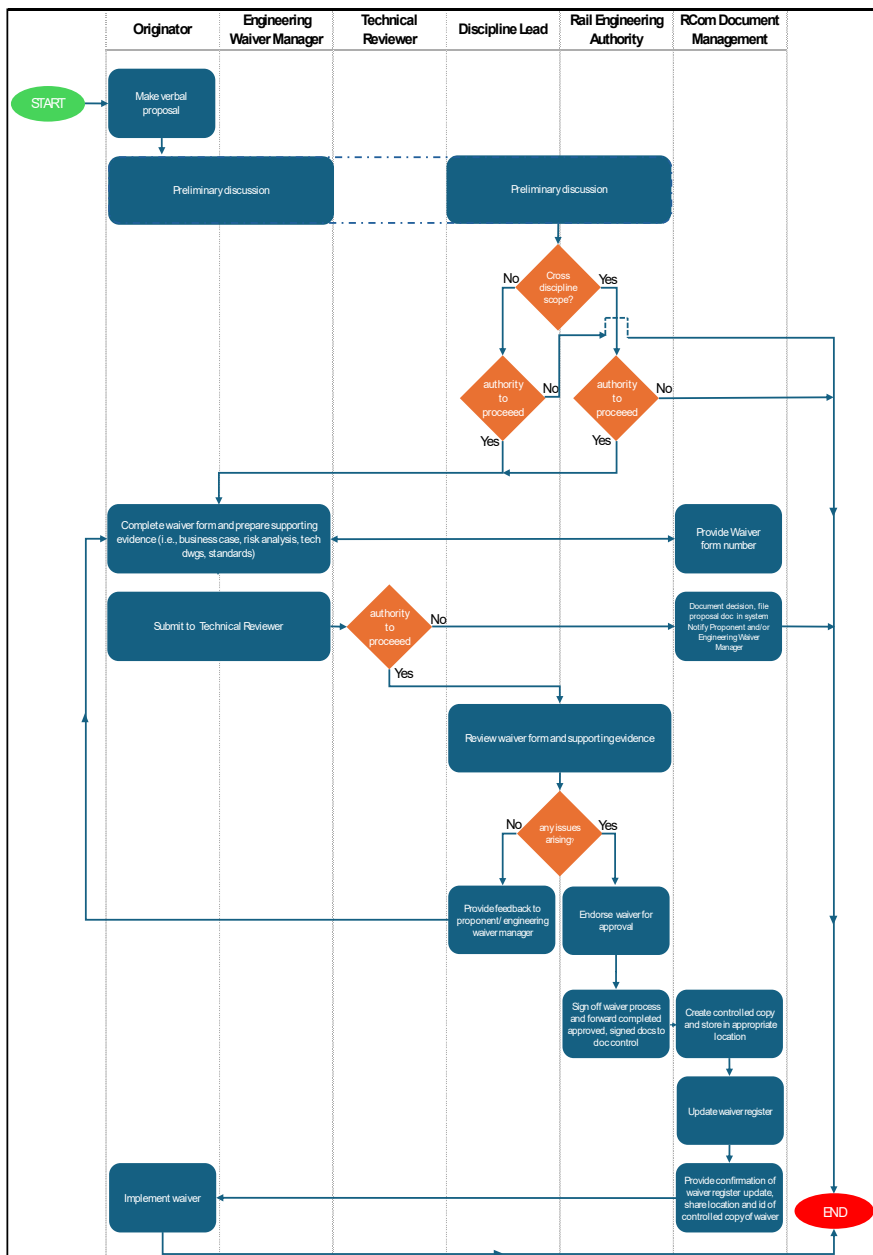


Figure-1 Generic process for Engineering Waivers

## 6.2. Documentation of waivers

Engineering waivers are to be provided to RCom Document Management, for entry into the waiver register. *The Waiver Register KNet # 5444545* can be accessed through the RCom Asset Management website.