

Driver Duties D4 Railcar 250 class

Before starting

- Ensure you sign on. By signing on you are declaring you are fit for duty, have had adequate rest, and are not under the influence of drugs or alcohol.

Preparation: Peruse all relevant notices and the log book.

Complete the

“[Daily Inspection Rail Car RSA.2006.14.pdf](#)”, and
complete, or ensure the Guard has completed, the
“[Daily Inspection 1600mm 1435 1067mm Track RSA.2006.25.pdf](#)”

Become familiar with the proposed running for the day, in conjunction with the Operations Manager or other authorised person

Rolling Stock Preparation

At ground level -

- Check that wheel chocks are in place
- Close battery isolating switches
- Check water level light trips are set

In 'A' end driving compartment check -

- DC lighting circuit breaker is closed (baggage compartment)
- Forward and reverse controller is in handle off, the handle removed
- Drivers brake valve is in handle off position, the handle removed
- Four way cocks are in non-control position, the handles removed
- Duplex cock is closed
- Master switch (MS) is open
- Close shut down switch (SDS)
- Isolating cocks to brake master controller and electro-pneumatic (EP) valves are open
- Isolating cocks to throttle master controller and pilot air valves are open
- Main AC switch is in open position (toggle down)
- Circuit breakers on circuit breaker panel (except refreshment bar circuit breakers) are closed

In 'B' end driving compartment check -

- Throttle is in idle position
- Forward and reverse controller is in handle off, the handle removed
- Drivers brake valve is in handle off position, the handle removed
- Four way cocks are in non-control position, the handles removed
- Duplex cock is closed
- Master switch (MS) is open
- Close shut down switch (SDS)
- Close auxiliary engine switch (AES)
- Release the handbrake

At ground level check -

- Fuel in tank is adequate
- Level of cooling water by operating test light buttons
- Fill service water tank
- Level of lubricating oil in auxiliary engine
- Start auxiliary engine
- Auxiliary engine starter motor disengages
- Auxiliary engine lubricating oil pressure is greater than 140 kPa (20 psi) If low pressure is evident after 10-15 seconds, stop engine
- Auxiliary engine for fuel, oil or water leaks or other defects

In 'A' end driving compartment check -

- AC voltage and frequency (415V 50 cycles)
- AC changeover switch is in the alternator position
- Close main AC switch
- Battery charging circuit breaker is closed and light is illuminated
- Generator switch (GS) is closed and ammeter is registering charge
- Close refreshment bar circuit breaker

In Baggage compartment check -

- Main AC lighting switch is closed
- Switch on AC saloon lighting, if necessary
- Switch on AC baggage lighting, if necessary
- Preheater circuit trip is closed
- Radiator fan bypass switch is sealed
- Circuit breakers are closed in refreshment bar panel

At ground level check -

- Level of lubricating oil in 'B' end traction engine
- Level of lubricating oil in 'B' end torque converter
- Start 'B' end traction engine
- Traction engine lube oil pressure is greater than 140kPa (20psi). If low pressure is evident after 10-15 seconds, stop engine.
- Traction engine for fuel, oil or water leaks, starter motor disengages, and for any other defects.
- Level of lubricating oil in 'A' end traction engine
- Level of lubricating oil in 'A' end torque converter.
- Start 'A' end traction engine
- Traction engine lube oil pressure is greater than 140kPa (20psi). If low pressure is evident after 10-15 seconds, stop engine.
- Traction engine for fuel, oil or water leaks, starter motor disengages, and for any other defects.

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At the selected driving station -

- Place forward and reverse handle in position and turn to neutral position.
- Place drivers brake valve handle into brake valve and move to release, then to service application position (not handle off position)
- Place four-way cock handles on valve stems and turn to electric-pneumatic position.
- With 360kPa (52 psi) in emergency pipe, open duplex cock to deadman switch (DMS)
- Close master switch (MS)
- Check local block warning lights are illuminated.
- Check air brake is applied
- Check operation of
 - headlight and destination lights
 - windscreen wiper
 - air horn
 - signal buzzer
- Main reservoir pressure is 725-800kPa (105-115psi)
- Select forward gear then reverse gear

At ground level check -

- Brake blocks and piston travel
- Air hoses and coupling cocks are in the correct position and the coupling hoses are coupled to the dummy couplings

At the non-control driving station -

- Check local block warning lights are illuminated.
- Check air brake is applied
- Check operation of
 - headlight and destination lights
 - windscreen wiper
 - air horn
 - signal buzzer

Complete any additional items on ..

[“Daily Inspection Rail Car RSA.2006.14.pdf”](#)

Movement into traffic

At the selected driving station -

- Close duplex cock and release airbrake
- Check that all brakes have released
- Make a service brake application, open duplex cock and test deadman feature.
- Confirm with the Guard that the chocks have been removed from under the wheels, and release the handbrake.
- Proceed under hand signal from the NRM qualified shunter or guard.

Authority to pass PTS STOP board:

If during the course of a running day, there is a need to pass the STOP board, and enter PTS controlled territory, permission must be obtained in advance from the Rail Safety Manager or Operations Manager. If permission has already been obtained, follow the correct procedures as specified in

“PTS–NRM Interface Procedures RSA.2013.424”.

Emergency Management

In the event of a major emergency during the shift, ensure the safety of the vehicle *FIRST*, if necessary chocking the wheels to prevent any further movement.

THEN, proceed to assist the Guard in accordance with the instruction..

“Emergency Management - Rail Operations RSA.2017.355”

which is displayed in the Cafeteria section of the car.

Stabling

When released from traffic by the NRM qualified shunter or guard, proceed to the stabling point and carry out the following duties -

At the driving station being used -

- Place throttle in idle position.
- Make an application of the air brakes and bring the car to a stand.
- Place brake valve handle in handle off position, remove the handle.
- Place forward and reverse handle to handle off, remove the handle.
- Place four-way cocks into non-control position, remove the handles.
- Open the master switch (MS)
- Open duplex cock
- Place brake valve and control handles in cabinet provided.

In 'B' end driving compartment -

- Open shut down switch (SDS)
- Open auxiliary engine switch (AES)
- Apply the handbrake.

In baggage compartment -

- Open all AC saloon and baggage switches

In 'A' end driving compartment -

- Open shut down switch (SDS).
- Open main AC switch
- Open refreshment bar circuit breaker

At ground level -

- Stop auxiliary engines
- Place chocks under the wheels
- Check all units for any defects, loose or dragging parts, fuel, oil, air or water leaks.
- Lock the car
- Open the battery isolating switches

Book any repairs or abnormal operations in the log book.