Q1. *Do I need to be a registered RSW to perform rail safety work in Melbourne within the Metro network, if I have performed similar work on other rail Networks?*

A1.   Yes, if you are identified within one of Metro's competency matrices and intend carrying out rail safety work for Metro or one of Metro's contractors. All matrices can be found on the www.metrotrains.com.au/academy website.

Q2. *Can I apply for a RIW account from Overseas?*

A2   Yes, you can apply for the RIW from overseas. RSW that are not working within the Metro rail corridor, although undertaking Metro work, are located overseas, and require the mandatory identity verification to obtain a RIW profile, can apply and have their identity validated by an approved certifier of documents in their own Country of Origin, as are acceptable to Rail Industry Worker. There is no requirement to personally attend any post office or other within Australia if you are located overseas. Please refer to the Rail Industry Worker website for more detailed information. http://railindustryworker.com.au/

Q3. *Where can I find out which competencies I need to undertake Rail Signalling, Control Systems, Communications or Signalling Project work?*

A3.   Please refer to MTM manual **L1-CHE-MAN-003 'Signals Rail Safety Worker Competence'** for information regarding the various competency roles for signalling, control systems, telecommunications and project works.

There is also a matrix of requirements titled Appendix 1: Signalling, Control Systems & Communications Roles Matrix that should be read in conjunction with the MTM manual and which details in full for each role the requirements to demonstrate competency, including work experience records, resume, specific training, years of experience and other important information. These documents and all other related documents are available on the website. http://www.metrotrains.com.au/academy/

Q4. *Where can I find a list of approved Assessors for my competency assessment?*

A4.   A list of assessors in a "drop down' box will appear to you when uploading the required information onto the RIW website for the role that you have chosen to be assessed for. The list will only be available after all required information has been uploaded.

A full list is also available to your Company's Competency Management System Administrator via a request to MTM on the following email address: competencies@metrotrains.com.au

Q.5 *where can I find a list of approved Subject Matter Experts (SME) for the role that I am being assessed?*

A5.   A full list of MTM approved SME's is available to your Company's Competency Management System Administrator via a request made directly to MTM on the following email address: competencies@metrotrains.com.au

Q6. ***How long do my competencies last before they expire, and then what happens and how do I know that they are expiring or have expired?***

A6.   All roles that the Rail Safety Worker has been approved for expire after a period of **four (4)** years from the date captured within Rail Industry Worker. This includes Assessors and SMEs. Prior to the expiry of a role held by the Rail Safety Worker, an email alert is sent from Rail Industry Worker, either to the Company's Competency Management System Administrator, or to the individual, to warn them of the pending expiry.

The expiry date of a Rail Safety Worker role can also be viewed within the Rail Industry Worker system by the individual or the Company's Competency Management System Administrator.

Q7. ***I am an apprentice and undertaking signal construction work (or other signalling works) in MTM areas, working with a work group, do I need a rail competency to do this signal work?***

A7.   Yes and all rail safety workers undertaking work within MTM areas are required to hold a competency in the role and classification of the works being undertaken. This does not always align to what your role is called within your Company, so the document called **L1-CHE-MAN-003(3) Signals Rail Safety Worker Competence** should be downloaded from the MTM website http://www.metrotrains.com.au/academy/.

Read carefully the sections that describe the roles within the MTM competency system and define what role suits the type work being undertaken. In this case it would be related to signal construction, and as an apprentice it would be related to assistant signal constructor, whilst you are working with others and gaining training and work experience.

Q8. ***How long does my work experience count, as I have been told that it only lasts for four years?***

A8.   Your previous work experience will always be considered, however it is necessary to demonstrate that you have applied the knowledge in the previous four (4) years to maintain a high level of competence. As a result, it is harder to maintain a level 3 competency, than it is to maintain a level 2 competency. This is because there are some basic areas where you will always retain your basic knowledge and remain as a practitioner level, and there are other areas where you need to more regularly undertake work experience or training to maintain your level of competency.

You should undertake regular updates to your work experience records (ideally no longer than 3 months) to ensure they are up to date and signed by your supervisor. It is a great idea to annually reassess yourself against your Statement of Competency (SoC), to ensure that the areas that you have not worked upon that year that you endeavour to work upon in the next year, and so on. This is to ensure that by the time your competency expires that you can demonstrate you have sufficient experience for all areas defined in your SoC and can maintain your competency.

Note that for RSW reassessments a reduced number of specific work experience examples are required in order to maintain your level of competence.

If you require any further information, discuss this with your competency assessor or contact MTM directly via the following email address: competencies@metrotrains.com.au

Q9.   What is the IRSE and where does it fit into the Metro CMS?

A9.   The Institution of Railway Signal Engineers (IRSE) is an international engineering body that represents all signalling engineers, rail systems engineers and professionals in the Industry. As with other competency systems, MTM believe it is important for Engineers to demonstrate continuous professional development and to stay informed of latest industry practice and learning from around Australia and the World.

The IRSE is the peak body internationally for documenting and sharing knowledge across the signalling and rail systems industry and this is why MTM require that some roles be members of the IRSE. Being an IRSE member demonstrates your understanding of the signal and rail systems technology and work practices.

Metro require this for a number of roles such as Signal Project Manager, Signal Project Engineer, and a number of senior signalling roles to demonstrate such learning and competency.

Please refer to the metro website http://www.metrotrains.com.au/academy/ for further information, or to your competency assessor.

Q10.   What if I previously was employed in the rail industry in NSW, SA, WA, QLD, or NZ and worked as signals RSW there? Would my competencies be automatically accepted?

A10.   No, your competencies from other states, overseas or from other Rail Operators are not automatically accepted and you need to undertake an assessment following the information provided in document **L1-CHE-MAN-003(3) Signals Rail Safety Worker Competence** and further information available on the MTM website http://www.metrotrains.com.au/academy/ .

If you have your work experience records, training records, training and education certificates, and resume captured in the same format as MTM require and it is being used by other Rail Operators, then those records will be accepted as they are 'common documents' required for any competency assessment by any Rail Operator. If you have any further questions about transferring competencies, please discuss this with your assessor or directly with MTM via the following email address: competencies@metrotrains.com.au

Q11.   Where do I find out what signal and communications training courses are available?

A11.   Training and signal and systems courses can be found by seeking advice from your assessor, searching the web for training provided by Recognised Training Organisations (RTO), or for rail courses specific to the MTM network, refer to the Metro website http://www.metrotrains.com.au/academy/ or email MTM on the following address: or email to competencies@metrotrains.com.au

The IRSE website also provides details of training courses run by the IRSE. http://www.irse.org.au/ . For further information on relevant training email.

The Australasian Railway Association (ARA) also has courses provided to Industry in the different rail disciplines, see the website https://ara.net.au/

Q12.   How do I enrol for the MTM Safety Leadership Course?

A12.   The MTM Safety Leadership Course can be viewed and then enrolments made via the MTM website http://www.metrotrains.com.au/academy/.

To book yourself or an employee into one of the sessions please book in via "The Platform"

Q13.   Do I need the "around track" competency if I am not physically going to work trackside?

A13.   The "around track" qualification is not required if you are not working on, near, within the rail corridor, or on site.

Q14.   Is there a National Competency System in place for signalling?

A14.   No, there is currently no National competency system in place as yet for rail signalling, control systems and communications. There is an active committee in place and working via the Australasian Rail Association (ARA) whom are progressing towards a national competency system for rail signalling and systems areas.

Q15.   Where do I find the MTM signals induction questions?

A15.   The MTM "signal standards" induction questions are available from your assessor. They are a number of questions related to your role and are derived from the MTM standards, guidelines and technical documents, along with the Victorian Rail Industry Group (VRIOGS) suite of standards.

Note. Metro supply updates of the questions and answers to answers on a regular basis as the questions are reviewed and updated.

These are made available free of any cost to all Metro endorsed signal assessors for use in assessing of RSW.

Q16.   How do I get my MTM induction on signalling and CS&C assessed and for me to then use in my Metro assessment?

A16.   The MTM endorsed competency assessor is able to assess your MTM induction and mark the induction as part of your assessment.

The completed and assessed document is scanned and then uploaded onto the Pegasus website as part of your application for assessment in the role.

Note. The induction questions are available via the Metro endorsed signal assessing, provided to them free of charge from Metro.

Please refer to document **L1-CHE-MAN-003(3) Signals Rail Safety Worker Competence** and further information available on the MTM website http://www.metrotrains.com.au/academy/

Q17. Where do I find the previously used VRIOGS signal standards and VRIOGS standard plans?

A17. The Victorian Rail Industry Group (VRIOGS) standards are available either via your assessor, or can be obtained by gaining access to the Public Transport Victoria (PTV) Document Management System (DMS) on the website https://dms.ptv.vic.gov.au/Dms.

They are also available via the MTM document portal. This site captures all Metro technical and engineering documents.
https://documentportal.metrotrains.com.au/engineeringdocs/standards/forms/allitems.aspx.

*It should be noted t*hat MTM from mid 2018 have accepted many VRIOGS standards, specifications, plans and renamed them as MTM documents. This also means that not all previous VRIOGS documents are accepted or used by MTM as of that point in time.

More information can be obtained from the MTM Engineering Portal.
https://documentportal.metrotrains.com.au/engineeringdocs/standards/forms/allitems.aspx

Q18. Where do I find my Rail Industry Worker (RIW) number and how do I obtain one?

A18. When you apply for your RIW registration via the Rail Industry Worker website, you will gain all details on the complete process. Part of this process will be to take your completed registration form to a nominated post office for verification of your identification with 100 points of identification (not required when overseas, as there are other alternatives identified on the RIW website that enable you to verify your identification).

Once your identification has been confirmed it will be sent to Onsite whom then capture the information and verify. Once verified you will be issued with your Rail Industry Worker (RIW) card with your name and your identification number, along with issue date of the RIW card. For more detailed information refer to the RIW website. http://railindustryworker.com.au/

Q19. Do I really need all the years of experience that seem to be required in the MTM signals matrix?

A19. The years of experience within the signals matrix which is named "Appendix One Signalling CS&C Roles Matrix", is a guide and general indication of the years it may take to gain the knowledge and experience to undertake the role and the classification within the role. It is not hard and fast as such; although it does give an industry view of time it may take an individual to gain the knowledge to undertake the role.

This is based upon the fact that as you can knowledge and training to give you a higher level of competence that you then progress to a more involved a role, and undertake more complex work along the way. This continues along and the RSW gains additional knowledge and work experience whilst undertaking more work activities, and eventually gets to a more senior position within the role (design, construct, maintain, test, project engineering, CS&C).

Q20. ***I am a project manager and most of my role relates to signalling works and why do I need training in signalling?***

A20. The roles of both the signal project manager and also signal project engineer were altered under the recent MTM changes to signal competency documents, and the changes incorporated the need for these roles to have some recognised knowledge of signalling and related rail systems to ensure that they understood the basics of signalling, and were able to relates better to the various life cycles within signalling (design, construct, test, commission, maintain).

The very best way to acquire knowledge is via a recognised training avenue, and with this knowledge it allows the RSW to be able to read and interpret signal plans, understand terminology and basically have a complete picture of the signal works being undertaken within that role. Within the statement of competency (SoC) the RSW will be assessed as either no recognised knowledge and be a level 0, or as a level 1 meaning that they have some knowledge and can work under supervision, or a level 2 as a practitioner.

The other elements within the signal project manager and signal project engineer captured what was previously in the assessment for the roles, and being the record of relevant experience (RORE) which captures the elements of project management, and in this area the levels of competence are either a zero with no recognisable knowledge of the area, or a level 2 as practitioner.

Q21. ***If I am a level one in signal design, can I also do checking and validation work in signal design?***

A21. No, as a level one in signal design you are under a level of supervision until you undertake more work experience to build up your level of competency to a level 2 meaning that of a signal design practitioner, and as such as a level 1 you cannot do the more complex work as a checker or undertaking validation type work

Once you are a level 2 in design you can undertake work as a level 1 in checking to gain exposure to the activity and bring your competency up to gain practitioner level in checking and validation.

Q22. ***What does a Mentor do?***

A22. A mentor within the MTM signal competency system is a person whom has the skills and knowledge in various roles, but does not have a current SoC in a role for a number of reasons such as, semi-retired from the work force and not undertaking enough work to retain a high level of competency to perform the rail safety critical work, or a person whom has moved from practitioner or subject matter expert level into a management role, or a person whom does not wish to work actively in the role under a rail safety work activity, or similar to these.

The mentor is then able to gain a mentor SoC for the role that they wish to be able to be a mentor in and this allows them to impart their knowledge to other RSW, as within the Rail Industry there is quite a gap of what is written and captured for use by younger rail workers, and training courses are not available for all areas of signalling and rail systems.

The mentor is able to pass their experience and knowledge to others, and the SoC recognises their skills and knowledge as being valid and pertinent to the Industry.

Q23. How Do I become a subject matter expert (SME)?

A23. A RSW can become a subject matter expert (SME) in a role once they have undertaken the appropriate number of complex work experiences with the MTM network, on the skills as listed on each line within the SoC for the role.

They will be the "go to person", or "eminent" person as known by Industry in specific areas of signalling, have extensive knowledge and understanding of the rail operations, rolling stock, other areas of infrastructure related to the MTM network, have extensive knowledge of operating rules and procedures, relevant standards and procedures in use within MTM network.

Once they have these skills and knowledge the RSW is able to apply for the role within Onsite, for consideration by MTM, and if successful will have the role endorsed within Onsite.

For more information contact your assessor, and also refer to document **L1-CHE-MAN-003(3) Signals Rail Safety Worker Competence** and further information available on the MTM website http://www.metrotrains.com.au/academy/

Q24. What is a principal signal engineer?

A24. A principal signal engineer in the Metro competency management system in the roles of either design or testing is a RSW whom is typically responsible for interpreting and complying with Standards, Book of Rules and Operating Procedures and Operational Requirements, train control systems and capable of producing and final sign-off on signalling principles with a proficiency of level 3, in the required design activity.

The RSW will have an in-depth knowledge of all systems that interface to signalling such as, rolling stock, power, communications, and track and civil, etc. And understand systems approach to signalling principles activities. This RSW would typically be the signal industry eminent person, with over ten years of senior responsible roles and activities, and hold formal qualifications from a university and be the well-known go to expert within the MTM network.

Note that often the Company name of the role you are performing does not always align with the work "role" you are undertaking as defined within the Metro CMS.

For more information contact your assessor, and also refer to document L1-CHE-MAN-003(3) Signals Rail Safety Worker Competence and further information available on the MTM website http://www.metrotrains.com.au/academy/

Q25. What happens if my RIW role application is "returned"?

A25   Returned status means you have provided incorrect or incomplete information. In this instance, instructions will be provided on how to resubmit the data with the required information.

Q26. *What if my Onsite profile name/name on my RIW card is different to that on my certificate/qualification?*

A26 If your name on the certificate/qualification (or any other documentation being used as evidence in Onsite) is different than that on your Onsite profile/RIW card, before it's uploaded to your profile in the RIW system, you must have your certificate/qualification OR statutory declaration signed by an 'authorised witness' to confirm you go by both names. If you have changed your name legally for purposes such as marriage, deed poll or other, then documentation shall be supplied to the assessor and RIW to ensure that this is captured. Refer to website. http://www.courts.dotag.wa.gov.au/_files/Professions_witness_statutory_declarations.pdf?_sm_au_=iVVTTSMZQJ6s5snn to view the full list of authorised witnesses.

Q27. *How long do my competencies last before they expire, and then what happens and how do I know that they are expiry or have expired?*

A27. All roles that the Rail Safety Worker has been approved for expire after a period of four (4) years from the date captured within Rail Industry Worker. This includes Assessors and SMEs. Prior to the expiry of a role held by the Rail Safety Worker, an email alert is sent from Rail Industry Worker, either to the Company's Competency Management System Administrator, or to the individual, to warn them of the pending expiry.

The expiry date of a Rail Safety Worker role can also be viewed within the Rail Industry Worker system by the individual or the Company's Competency Management System Administrator.

Q28. *If I have not had any formal training in a work activity, are there other ways I can be assessed against a role?*

A28. If the role you want to undertake involves complex signalling equipment or systems and requires knowledge of proprietary information, such as Computer Based Interlocking (CBI) design, or Axle Counter System Design, then in a lot of cases, the only recognised training is provided by the System Distributor. It is also possible that competency could be demonstrated through on-the-job experience or an in-house training course developed by your company. This is described in detail within the document **L1-CHE-MAN-003(3) Signals Rail Safety Worker Competence.** If you require any further information, discuss this with your assessor or contact MTM directly via the following email address: competencies@metrotrains.com.au

Q29. *If my statement of competency (SoC) has expired, can I ask for it to be extended for extra time period?*

A29. No, as there is adequate time for the RSW to undertake an assessment, or reassessment from the time a "warning of expiring competency "email is sent to the RSW from Pegasus.

It is the RSW responsibility to ensure that they are aware of the expiry date of any competencies and to have them reassessed prior to the expiry date. A RSW shall not perform work activities without a current SoC for the role.

Q30. *Where do I find all the Metro signalling and CS&C statement of competencies (SoC) and the matrix associated with these, as I have looked and cannot find them?*

A30.   The statement of competencies can be found on the Metro Academy website at http://www.metrotrains.com.au/academy/

Note that the statement of competencies are held within the one excel workbook for each "Role". Design, Construct, etc

Q31. *I do not have a bachelor or a recognised education by Engineers Australia or any tertiary education obtained from a University, can I be assessed as an engineer for signalling competencies?*

A31.   If you do not hold a bachelor degree or a qualification recognised by Engineers Australia as being a tertiary education and have that recognition, then generally you cannot be assessed as an "engineer", and you will fall under the category of a "technologist", which allows you to be assessed as a practitioner within the role, such as a "signal designer", signal tester, signal maintainer, etc.

However should you be a member of the IRSE at a membership level of MIRSE, and also have 10 years' experience, or have a current IRSE licence in the "role", then it may be possible for you to be assessed in the signal engineer classification, within a role. For further details see the Metro Appendix One Signalling CS&C Roles Matrix.

For all forms and information please go to the Metro Academy website at http://www.metrotrains.com.au/academy/

Q32. *I have obtained my engineering degree from Overseas, how can I find out if this is recognised and accepted within Australia and by Metro.*

A32.   If you have obtained your engineering qualifications from Overseas and unless it falls under an accord acceptance between Australia and the country where the RSW gained the qualification-then they may need to be assessed as being appropriate and equivalent to a qualification within Australia.

This is only undertaken by Engineers Australia and you need to seek their advice and confirmation. Metro will then assess those qualifications as eligibility for assessment within an engineering role within the Metro competency management system. Refer to Engineers Australia website for further information. https://www.engineersaustralia.org.au/

Q33. *I am undertaking signal construction work in MTM areas, working within a work group or under supervision. Do I need a rail competency to do this signal work?*

A33.   Yes, all rail safety workers undertaking work within MTM areas are required to hold a competency in the role and classification of the works being undertaken. This does not always align to what your role is called within your Company. Please refer to MTM Manual **L1-CHE-MAN-003(3) 'Signals Rail Safety Worker Competence'**, available on the MTM website (http://www.metrotrains.com.au/academy) for details.

Read carefully the sections that describe the roles within the MTM competency system and define what role suits the type of work being undertaken. In this case it would be related to signal construction and as an apprentice whilst you are working with others and gaining training and work experience the most appropriate role would be Assistant Signal Constructor.

Q34. ***I am a graduate, or trainee, or an apprentice undertaking signal construction work in MTM areas, working within a work group or under supervision. Do I need a rail competency to do this signal work?***

A34.   Yes, all rail safety workers undertaking work within MTM areas are required to hold a competency in the role and classification of the works being undertaken. This does not always align to what your role is called within your Company.

An apprentice would need to have a degree of training prior to undertaking any signalling related work. Please refer to MTM Manual L1-CHE-MAN-003(3) 'Signals Rail Safety Worker Competence', available on the MTM website (http://www.metrotrains.com.au/academy) for details.

Q35   ***How do I know if the training course I am doing or want to do will allow me to get a level 1 in the Metro CMS?***

A35.   It is recommended that the RSW enquire from the training provider for assurance that the course content, deliverables and course outcomes will provide certification acceptable to Metro to gain a level 1.(level 1 is basically acquiring knowledge of the skill, system, infrastructure equipment, to undertake the task).

Note 1 that all courses should have as a minimum; course structure, learning outcomes, some form of assessment at its If you require any further information, discuss this with your assessor or contact MTM directly via the following email address: competencies@metrotrains.com.au

Note 2 that there are some skills that will require specialised training to gain sufficient knowledge and understanding to perform the task, such as computer based interlocking, train control systems, axle counters, and similar that are highly complex, and often these are only available from the technology provider.

Q36   ***How long will it take to do my assessment and get a SoC?***

A36.   It is recommended that you discuss this with your assessor, as every RSW will be different in their CMS assessment requirements. This will make a difference in the time it takes to gather all the necessary evidence for your assessment.

The updated Metro signals CMS has additional forms within it, such as the checklist for the "role", training and education records , equivalence forms, that allow the RSW to undertake and compile all the required evidence necessary for an assessment, in the correct and required format themselves. The outcome of the assessment of all supplied evidence is a SoC with the agreed and accepted levels of competence for the RSW.

Q37 *I am undertaking my re-assessment for a MTM signal competency in signal design and my previous SoC was for a signal senior design engineer/Signal principles design engineer. Can I still be re-assessed in that same role?*

A37. Within the updated Metro signal CMS, the classifications of senior signal engineer/ signal principle engineer in both the roles of design and test were "split". Meaning the previously combined classifications are no longer available within the updated CMS. This was to better define the RSW whom is a "principal" in their role. The separate classifications can now be applied for by the RSW.

Please refer to MTM Manual **L1-CHE-MAN-003(3) 'Signals Rail Safety Worker Competence'**, available on the MTM website (http://www.metrotrains.com.au/academy) for details, or discuss with your assessor.

Note that this only relates to the roles of signal design and signal testing.

Q38 *If I have a general question to ask over signalling competencies and there is no one in my work place to ask, whom should I ask?*

A38. If you require any information please refer to MTM Manual **L1-CHE-MAN-003(3) 'Signals Rail Safety Worker Competence'**, available on the MTM website (http://www.metrotrains.com.au/academy) also for further details discuss with your assessor, or contact MTM directly via the following email address: competencies@metrotrains.com.au

Q39 *If I have been and still doing signal design work as a signal designer on computer based interlockings, and I do this work at a practitioner level with Company xxx, in New Zealand and have been doing this for many years.*

I do not have any formal or recognised training course in the xxx type interlocking. I was basically trained "on the job" by mentors and others in this area.

My question is- how can I then get that "on the job training" formally recognised?

As within the Metro CMS it requests that I need formal, structured and recognised training in these complicated, safety critical type rail signalling and communications systems ?

A39. Where you have been undertaking work in non-Metro areas, for items of infrastructure or technology such as computer based interlockings (CBI) , axle counters and similar complicated and very safety critical systems, then you can follow the alternative pathways for training, and have that "on the job training" recognised.

One pathway is to undertake a workplace assessment by a recognised training organisation (RTO), whom have the knowledge and accreditation to formally conduct a documented work place assessment on the RSW against the skill of interlocking design, etc. and then issue a statement of competency for that "skill".

This statement of competency or attainment as issued by a RTO will be recognised by Metro as being a suitable alternative to having completed a formal recognised training course in that skill or technology.

Another pathway is to contact the technology supplier and either undertakes the recognised training course in the technology, or to request an assessment from that organisation in the skill or technology.

Many companies have the ability and accreditation to undertake this work place assessment and then issue a certificate of competency or course certificate of completion or attainment.

If you require any further information please refer to MTM Manual **L1-CHE-MAN-003(3) 'Signals Rail Safety Worker Competence'**, available on the MTM website (http://www.metrotrains.com.au/academy) or discuss with your assessor, or contact MTM directly via the following email address: competencies@metrotrains.com.au

Q40 *Now that the updated Metro CMS has been released in February 2018, do I now have to be reassessed straight away and against the new system?*

A40.   The revised Metro CMS was released in February 2018, and is to be used from that point onwards for RSW whom are either being reassessed because their current SoC has expired, or because they do not hold a Metro SoC for the role that they wish to undertake.

Note For the RSW whose SoC is current, and then there are no changes until their current SoC has expired. Any reassessment will then be required to be in accordance to the revised and current version of the Metro CMS.

Q41 *I have heard that there is a registration system for engineers coming to Victoria and wondering what effect this will have on the Metro CMS and me.*

A41.   At this point in time it is only known that Transport for Victoria have appointed a Chief Engineer, and one of their tasks is to create a register of engineers in Victoria.

Further information may be gained from either https://transport.vic.gov.au/. Or https://www.engineersaustralia.org.au/ , and can be discussed with your assessor, or contact MTM directly via the following email address: competencies@metrotrains.com.au

Q42 *Does the new CMS capture "things like" CBTC?*

A42.   The Metro CMS system is written to allow the capture of new technologies and the competencies required for a RSW undertaking those skills and tasks. Some Metro SoC have been updated as part of the revised Metro CMS and have captured specific technologies for signalling and train control systems that will be used in the Metro Tunnel Project, along with other projects and beyond and into the future.

Q43 *Should the person signing my work experience, hold a statement of competence (SoC) and if so what in and at what Level?*

A43   The supervisor or person responsible for signing the work experience records (WER) of a signalling and CS&C RSW should hold a current Metro SoC with a minimum of level 2, being a practitioner in the role and classification.

Q44   Does the Metro CMS manual for Project Engineering and Project Management have any relevance to signalling and CS& C competencies?

A44   The Metro CMS manual for both Project Engineering and Project Management holds no input to any signalling and CS&C competencies roles and classifications. For all roles and classifications associated with signalling and CS&C and related to project engineering and project management.
Refer to MTM Manual L1-CHE-MAN-003(3) 'Signals Rail Safety Worker Competence', available on the MTM website (http://www.metrotrains.com.au/academy) or discuss with your assessor, or contact MTM directly via the following email address: competencies@metrotrains.com.au

Q45   I prepared my assessment and gave to my assessor in November 2017 and they still have not completed it for me, and now it is March 2018. Do I need to comply with the new Metro signal forms and checklist?

A45   The Metro signals and CS&C was updated in 2018 and went "live" on February 1st 2018, and all new assessments or re-assessments must use the new version of the Metro CMS and all associated forms and processes. Refer to MTM Manual L1-CHE-MAN-003(3) 'Signals Rail Safety Worker Competence', available on the MTM website (http://www.metrotrains.com.au/academy) or discuss with your assessor, or contact MTM directly via the following email address: competencies@metrotrains.com.au

Q46   Can I use my IRSE logbook and my IRSE training and educational records instead of the MTM versions of these?

A46   The IRSE logbook and the IRSE training and educational records form for rail signalling and systems engineers is an acceptable form of capture for both work experience and training recording.

This is as long as all areas of the IRSE log book and IRSE training and educational records have been completed in full, signed by an appropriate and competent person, dated and with full details of the work and training undertaken, what infrastructure worked upon, level of complexity, certificates, degrees, diplomas, etc.

Refer to MTM Manual L1-CHE-MAN-003(3) 'Signals Rail Safety Worker Competence', available on the MTM website (http://www.metrotrains.com.au/academy) or discuss with your assessor, or contact MTM directly via the following email address: competencies@metrotrains.com.au

Q47   If I was an SME in the previous version of the Metro CMS for signalling CS&C, then am I still a SME?

A47   If you were a SME within the previous version of the Metro CMS (prior to updated version from 01/02/2018) and your SoC is still current and valid for RSW use, then you retain that role, until your current SoC expires.

At that point, in time all your competencies and roles will expire. To retain your competencies and your roles such as SME, then a reassessment must be undertaken by the RSW. Note that this is no way stops a RSWE for apply for a role as a SME, or other roles within the updated Metro CMS.

RSW are encouraged to formally apply for the roles of SME should they be seen as the 'experts' in their respective roles. Once approved as a SME, Metro will endorse the RSW for the role, and within the

classification. Such as SME signal design, SME signal construct, SME signal maintenance, SME signal Test, SME signal project manager.

Note that the SME roles expires at the same time that the SoC for the role expires. (Maximum period is 4 years)

Q48. *Does the statement of competency (SoC) require my company name on it?*

A48.   No, as your company and all other identifying details are captured in the Metro "request for competency form", and also within Onsite by Pegasus.

Q49. *How can I find out what courses are available to further my railway signal career and also gain knowledge for my competency assessment?*

A49.   There are a number of registered training organisations, colleges, universities that provide training courses in various formats. Ideally courses should be recognised training courses under the Australian Qualifications Framework (AQF) for training and courses that are registered are available for viewing onhttps://www.aqf.edu.au/ or https://www.asqa.gov.au/about/australias-vet-sector/training-packages.

And the website listing all RTO's can be found at https://training.gov.au/

Many courses can be found by use of searching on the internet for Registered Training Organisations (RTO), with internet searches with key words being railway signal and systems training, signalling.

The suppliers of railway signalling technology also supply industry training courses on their various technology such as train control systems, computer based interlockings, axle counters and similar.

For further information please refer to MTM Manual L1-CHE-MAN-003(3) 'Signals Rail Safety Worker Competence', available on the MTM website (http://www.metrotrains.com.au/academy) or discuss with your assessor, or contact MTM directly via the following email address: competencies@metrotrains.com.au

Q50 *When do I need to have domain knowledge of the Metro systems?*

A50   Domain knowledge of the Metro system is an absolute essential skill required for all level 3 roles to ensure that as a level 3 the RSW is aware of operating procedures, type rolling stock, Metro systems configurations, principles and areas related to signalling such as track, rolling stock, electrical, substation, traction power, bonding, train control systems, communications, etc.

There are a number of activities related to that of a level 2 competence that require detailed "principles" understanding of the Metro relevant standards, procedures, types of rail traffic, Network Rules, Operating Procedures and the manner in which work is performed on the Metro network. Such as design of signal control tables, signal arrangement plans, bonding and signal equipment layout, train control systems, etc. Roles such as test and design require this.

For further information and details please refer to MTM Manual L1-CHE-MAN-003(3) 'Signals Rail Safety Worker Competence', available on the MTM website (http://www.metrotrains.com.au/academy) or

discuss with your assessor, or contact MTM directly via the following email address: competencies@metrotrains.com.au

Q51 **Will the Metro signal induction questions be updated to capture new and updated Standards and practices?**

A51 The Metro Signal, CS&C and Project induction questions are now updated and made available to Metro approved signal assessors. Metro will advise RSW with a Metro bulletin of any changes made and effective dates.

These are made available free of any charge to Metro endorsed signal assessors.

Q52 **Will Metro be holding signal assessor moderation sessions?**

A52 Yes, Metro will be holding yearly moderation sessions for RWS whom have the role of signal assessor. These will be mandatory sessions for all active Metro approved signal assessors.

Failure to attend will place the signal assessor's role back to "working towards" for that role. Metro will advise RSW with a Metro bulletin of any changes made and effective dates for any changes and moderation session dates and times.

Q53 **If I have an engineering degree/ or diploma in computer science, or an equivalent to that gained within Australasia, can I apply for signal roles such as "assistant tester", "assistant signal designer" within the Metro Signal, CS&C, and Project areas.**

A53 For an understanding of education, training and other competency requirements to undertake work in the areas of Signalling, CS&C, Project the RSW should refer to the MTM Manual L1-CHE-MAN-003(3) 'Signals Rail Safety Worker Competence', and the Appendix 1. Signals Rail Safety Worker Competence, Signalling, Control Systems and Communications Roles Matrix which are available on the MTM website (http://www.metrotrains.com.au/academy) or discuss with your Metro approved signal assessor, or contact MTM directly via the following email address: competencies@metrotrains.com.au

.

Note: The RSW should have available a full and detailed transcript of all subjects undertaken to enable the signal assessor or Metro representative to consider the eligibility of any training or education placed forward as an equivalent to that on the Metro Appendix 1. Signals Rail Safety Worker Competence, Signalling, Control Systems and Communications Roles Matrix

Q54 **Which Metro signal induction does a signal project manager or signal project engineer undertake, as I cannot see one specific to the Project roles?**

A54 The signal project manager and signal project engineer shall undertake and complete the signal construction Metro induction and pass the question and answer quiz.

Refer to MTM Manual L1-CHE-MAN-003(3) 'Signals Rail Safety Worker Competence', available on the MTM website (http://www.metrotrains.com.au/academy) or discuss with your assessor, or contact MTM directly via the following email address: competencies@metrotrains.com.au

Q55 ***Why does the checklist for the role have more equipment classifications that those areas on the SoC and what details need to be captured on the checklist?***

A55   The checklist is a very important and crucial part of the competency management system and captures all evidence from the RSW of the many aspects of signalling, CS&S and Projects. It allows a complete capture of all infrastructure, systems and associated areas to ensure the RSW has been assessed in all these areas, and evidence of the work and training undertaken in those areas is captured.

The areas within the checklist are then captured with an agreed competency level for those areas, and that level of competence is directly translated across onto the SoC for the role being assessed against, and in the area of the SoC as relevant.

The "comments area" on the checklist should initially be completed by the RW prior to an assessment and capturing comments such as, "appropriate training has been completed for the skill of xxx, and xx simple work experiences have been undertaken in a hands free from supervision environment, and within a MTM area of the network, which relates to a competency level of xx. This is completed for every line on the checklist, against each skill and the draft assessment level of each skill is captured on the left hand side of each line related to the skill being assessed against.

Once completed it is given to the RSW selected MTM endorsed signals assessor, whom then assesses against the evidence and should update any comments on the checklist as part of the RSW assessment.

The agreed competency level is written on the right hand side of the checklist against the skill being assessed against.

On the checklist there are more items of equipment added on it, than is found on the SoC and this is to allow many similar types of equipment to be individually assessed against on the checklist, and then "rounded" to be captured on the SoC which is slightly restrained in area to capture all individual items.

An example would be the skill related to "off rail" points where there are many types of point machines in service, and that are listed on the checklist. Although on the SoC there is only one line to capture the RSW skill and competence against "off rail" points.

Refer to MTM Manual L1-CHE-MAN-003(3) 'Signals Rail Safety Worker Competence', available on the MTM website (http://www.metrotrains.com.au/academy) or discuss with your assessor, or contact MTM directly via the following email address: competencies@metrotrains.com.au

Q56 ***How do I capture my evidence of training and knowledge of new technologies used such as CBTC?***

A56   Technologies and systems such as CBTC are currently captured within the Signal Design role SoC and associated checklists. Within the signal design role checklist there are areas such as "Interlocking" and "Data" and "CBTC data" and "CBTC system" where the new technologies can be captured and assessed against. Where more detailed evidence has been acquired, then it is recommended that attachments be

referenced within the checklist, so as the RSW entire competence in those areas is made evident and can be used for the RSW assessment. All levels of assessed competence can then be translated across into the relevant signal design role SoC.

Note. Within the upcoming future other Metro SoC will be updated and have new technologies added to them.

Refer to MTM Manual L1-CHE-MAN-003(3) 'Signals Rail Safety Worker Competence', available on the MTM website (http://www.metrotrains.com.au/academy) or discuss with your assessor, or contact MTM directly via the following email address: competencies@metrotrains.com.au

Q57   Where can I find Metro standards, design practice notes, strategies, technical documents and similar for use in my work within Metro areas of the Melbourne Network?

A57   The Metro Trains Melbourne technical documents and engineering area can be found at the website https://documentportal.metrotrains.com.au/engineeringdocs/standards/forms/allitems.aspx. This site captures all Metro technical and engineering documents.

Refer to MTM Manual L1-CHE-MAN-003(3) 'Signals Rail Safety Worker Competence', available on the MTM website (http://www.metrotrains.com.au/academy) or discuss with your assessor, or contact MTM directly via the following email address: competencies@metrotrains.com.au

Q.58   If I have just recently obtained my IRSE membership level of MIRSE, and I currently hold a Role of Metro signal designer, how do I apply for an upgrade to a Role of Metro signal design engineer?

A58.   The upgrade can be easily carried out with a direct translation of the previous assessment evidence, work experience records, training records, completed and assessed checklist, previous SoC for the signal designer role, and translated across into a new SoC for that of the signal design engineer.

This needs to be completed through an approved Metro signal assessor, and the new SoC for the role placed into Pegasus for processing and final Metro endorsement.

Refer to MTM Manual L1-CHE-MAN-003(3) 'Signals Rail Safety Worker Competence', available on the MTM website (http://www.metrotrains.com.au/academy) or discuss with your assessor, or contact MTM directly via the following email address: competencies@metrotrains.com.au

Q.59   What if, when audited, that I am found to not hold a competence to undertake the work I am undertaking, or that I have no MTM competence at all?

A.59   If a RSW is audited and found to be non-compliant to MTM competency requirements, then the RSW will not be able to undertake work within those roles until a valid MTM competency is obtained.

Note that further action restricting the RSW right to work on the MTM network may be taken.

Q.60   If I am only doing concept design for Projects on the MTM Network areas, do I need to hold a MTM competence?

A.60   Yes. All RSW roles and works undertaken require a valid MTM competence to be held by the RSW. This includes all areas of signal, control systems and communications contractors, subcontractors, consultants and advisors who carry out any form of rail safety work in support of MTM signalling, control systems, communications and any related Infrastructure. This includes project management, project and rail systems engineering, design, construction, testing, commissioning and maintenance of this infrastructure.

This includes providing or undertaking any form of signal, control systems and communications, engineering advice or activities related to these areas, guidance, direction, consultation during the various life cycle and phases of rail signalling and allied areas of engineering, rail systems, control systems and communications and associated areas.

Q.61   When using the following Rail Industry Worker website to select my competencies and add my evidence, I have difficulties trying to select an assessor or apply for assessment, and wondering if I am doing anything wrong. https://riw.poweredbyonsite.com/account?ReturnUrl=%2F#/login

A.61   When within this website (as the updated/more recent version of Onsite) which is found at https://riw.poweredbyonsite.com/account?ReturnUrl=%2Faccount%2Fchoose-company#/login and which is used by the Rail Industry Worker to view, apply for competencies, etc.

Before selecting the on line function within onsite "apply for assessment", all roles that are coloured in RED must be removed, so as to allow the assessment to be permitted to go to an assessor.

Note. This does not physically remove the competency of the RSW within Onsite.

Q.62   Where do I find more information being a Rail Industry Worker (RIW) and frequently asked questions related to being a RIW?

A.62   More information on how to become a RIW, and a very detailed and comprehensive list of frequently asked questions related to this can be found on the website http://railindustryworker.com.au/. This is updated very regularly by the website and captures all questions being asked by RIW, along with comprehensive instructional videos on how to apply to be a RIW, and apply for competencies within the system.

Q.63   Where can I find practical information or video on how to use the onsite system, and how to apply for a role, upload evidence, and check the competency and roles related to my company and me?

A.63   Information on how to use the onsite portal, with uploading evidence, checking of competency and roles, and similar can be found on the website http://railindustryworker.com.au/.

This is updated very regularly and contains many comprehensive instructional videos on how to apply to be a RIW, and apply for competencies within the system, etc.

Q.64   If I am a CAD, draft person or BIM operator, do I need a Metro competency?

A.64   The operator needs to ask themselves if they are undertaking roles related to signalling, Control systems, project management, project engineering, and if the answer is YES-then you require a valid and current MTM SoC for those roles.

Refer to MTM Manual L1-CHE-MAN-003(3) 'Signals Rail Safety Worker Competence', available on the MTM website (http://www.metrotrains.com.au/academy) or discuss with your assessor, or contact MTM directly via the following email address: competencies@metrotrains.com.au

Q.65   Can I ask for an extension of time for my SoC if I have not updated it in time and it is expiring?

A.65   An extension of time may be permitted under very exceptional circumstances, and only with the express approval of the MTM Head of Engineering –signals

Note
RIW alert the RSW 90 days prior to any expiring competency or role, with regular alerts/emails each month leading up to the expiry of any competency or role.
Please ensure your contact details within Onsite are kept up to date.

Q.66   If I am a signal assessor, and very experienced in various areas of signalling and project management-does that automatically make me a subject matter expert?

A.66   No. To be a recognised SME in any Metro signalling, CS&C, or project area roles, the RSW must first totally comply with the Metro requirements for a SME, and then formally apply and submit the required evidence for the role within Onsite.

Refer to the MTM Manual L1-CHE-MAN-003(3) 'Signals Rail Safety Worker Competence', and the Appendix 1. Signals Rail Safety Worker Competence, Signalling, Control Systems and Communications Roles Matrix, which are available on the MTM website (http://www.metrotrains.com.au/academy) or discuss with your Metro approved signal assessor, or contact MTM directly via the following email address: competencies@metrotrains.com.au

Q.67   With the change to use of VRIOG standards, where can I find information on what documents to use and where to find them related to MTM signalling and related?

A.67   All VRIOGS standards have been retired from use, and any VRIOG standards that MTM will still make use of have been rebadged and renumbered and are available on the MTM engineering portal, with no log in or passwords required.

All standards USED in MTM engineering are listed within the MTM chief engineers listing of standards available on the same website.
https://documentportal.metrotrains.com.au/engineeringdocs/standards/forms/allitems.aspx
Further information can be gained from your Metro approved signal assessor, or contact MTM directly via the following email address: competencies@metrotrains.com.au

Note: The Victorian Rail Industry Operators Group Standards (VRIOGS) will be retired from service on the 30th June 2018 and will not be available as published in service standards from the 1st July 2018 onwards.

Copies of the VRIOGS are available from the PTV Drawing Management System (DMS) website. In order to access the standards, a log-in is required to the PTV DMS website.

For further information, please see the associated VRIOGS Retirement Programme Industry Announcement in the DMS website (https://dms.ptv.vic.gov.au

Q.68   With the change to use of VRIOG standards, and the retired from use within Victoria, will the VRIOGS signal standards induction change, and if so when?

A.68   All VRIOGS standards have been retired from use, and any VRIOG standards that MTM will still make use of have been rebadged and renumbered and are available on the MTM engineering portal, with no log in or passwords required.

The signal standards induction has been altered to reflect the MTM signal and other engineering standards in the near future. An update and release date was identified, and an Industry Bulletin released to all signal RSW and is available on the Metro academy website along with all other MTM bulletins.

MTM endorsed signal assessors were provided with the new MTM signal standards induction only the new MTM induction accepted for all NEW competency assessments, and all assessments being undertaken as renewals.

Further information can be gained from your Metro approved signal assessor, or contact MTM directly via the following email address: competencies@metrotrains.com.au

Q69.   If my SoC is still current for another 2 years, do I need to apply for the roles of SME design, construct, maintain, test, construct, CS&C project-do I need to apply for these roles within Onsite?

A69.   Yes, as the roles were created in 2018 and all RSW who wish to undertake these SME roles must formerly apply within Onsite. The assessment is endorsed by MTM Head of Engineering-Signals and goes direct to that person once all required files are loaded into Onsite

Q.70   If I have a completed ARTC or IRSE work experience record (WER) and training register (list of all training and a copy of all certificates) will these be accepted by MTM ?

A.70   Yes, although to acquire level 3 in MTM as a competency, experience is required in working in MTM Network and on complex works. Use of the MTM checklist for the role is required to capture these elements.
There shall also be a gaps analysis undertaken as not all skills for the ARTC SoC relate directly to the Metro SoC, and vice versa.

Refer to the MTM Manual L1-CHE-MAN-003(3) 'Signals Rail Safety Worker Competence', and the Appendix 1. Signals Rail Safety Worker Competence, Signalling, Control Systems and Communications Roles Matrix, which are available on the MTM website (http://www.metrotrains.com.au/academy)

or discuss with your Metro approved signal assessor, or contact MTM directly via the following email address: competencies@metrotrains.com.au

Q71. *Does the MTM Safety Leadership one day course have an expiry date?*

A71.   No, as it is intended as a once off course for the RSW prior to them undertaking any works on MTM infrastructure or in the MTM Network

Q.72 *If I am undertaking train control design or similar works and I am a signal design engineer or reviewer, do I also need to hold a competency for train control and systems?*

A.72   Yes. Refer to the MTM Manual L1-CHE-MAN-003(3) 'Signals Rail Safety Worker Competence', and the Appendix 1. Signals Rail Safety Worker Competence, Signalling, Control Systems and Communications Roles Matrix, which are available on the MTM website (http://www.metrotrains.com.au/academy) or discuss with your Metro approved signal assessor, or contact MTM directly via the following email address: competencies@metrotrains.com.au

Q.73 *If I have a team of people whom I wish to undertake some fieldwork such as bonding activities, or installing track connections, or assisting testing activities- how can I do this training if there is no recognised training available in these areas from a RTO?*

A.73   Alternative training can be an option to capture training that is not being done by a university, TAFE College, or a registered training organisation (RTO).

A certified training course to AQF is the very best approach, but MTM can be contacted regarding accepting an alternative course run for a specific purpose where no formal course is available.

This can be accomplished by creating a course profile with learning outcomes, course content and a course test/examination at the end of the short course to ensure participants have achieved the required level of knowledge upon completion of the course.

The short course can be accepted and recognised by MTM with the completion of the MTM formL4-CHE-FOR-074, which is then sent to MTM via your assessor for acceptance of the short case in lieu of formal training.

If accepted by MTM Head O Engineering –signalling, then a MTM form of acceptance is the Alternative Training Certificate L4-CHE-FOR-068.

This training is then captured by the RSW in the Education and Training record form L4-CHE-FOR-071

This form can also be used to recognise other type training such as courses undertaken Overseas with no formal recognition in Australia, or courses previously undertaken in Australia and not available now or recognised under the AQF (such as signal maintenance technician, etc).

Refer to the MTM Manual L1-CHE-MAN-003(3) 'Signals Rail Safety Worker Competence', and the Appendix 1. Signals Rail Safety Worker Competence, Signalling, Control Systems and Communications

Roles Matrix, which are available on the MTM website (http://www.metrotrains.com.au/academy) or discuss with your Metro approved signal assessor, or contact MTM directly via the following email address: competencies@metrotrains.com.au

Q.74   Where do I capture my work based training record?

A.74   Work based training is formerly undertaken and accomplished by using form L4-CHE-FOR-067 Work Based Training assessment form and once completed this can then be captured on the MTM Education and Training record form L4-CHE-FOR-071 to ensure all training and education can be located easily and in one form.

Q.75   Where do I capture my "learning on the job" practical work experience?

A.75   Learning on the job, whilst undertaking work under the supervision of a MTM assessed and competent signals RSW of level 2 or above can be captured on MTM form L4-CHE-FOR-070 Signals competency work experience record.

Q.76   If I have completed my SLT overseas and attended the 4-hour session, do I need to do anything different should I come to Melbourne or Australia to undertake works on the Metro Network?

A.76   Yes, Once you come to Australia to work then the full one day Safety Leadership Training (SLT) is to be undertaken, this is a must and mandatory?

Q.77   If I am a graduate communications engineer wishing to obtain CS&C roles, and have been in the Industry for a few months, what role/s do I apply for?

A.77   If you are a graduate engineer, applying for the CS&C roles, and have less than 3 years relevant work experience then you are eligible to apply for Control Systems and Comms Assistant Technician.
This allows you to undertake work, and gain practical experience within the Metro Rail areas under the guidance of others.

Q.78   If I am a graduate communications engineer and obtained my engineering qualifications from Overseas, and they are not recognised under any "accord' and not been accepted by Engineers Australia, and I am wishing to obtain CS&C roles, and have been in the Industry for a few months, what role do I apply for?

A.78   If you are a graduate engineer applying for CS&C roles, and have less than 3 years relevant work experience and your engineering qualification is not accepted under any 'accord", or by Engineers Australia. You are eligible to apply for the role of Control Systems and Comms Assistant Technician. This allows you to undertake work, and gain practical experience within the Metro Rail areas under the guidance of others.

Note
It is recommended in this case to have your qualification assessed by Engineers Australia to allow you to undertake works as an Engineer and have your qualifications accepted within Australia and elsewhere.

Q.79 *Is it correct that I cannot use work experience records (WER) that are no older than 4 years.*

A.79   No, in the updated February 2018 Metro Signals Competency Manual there are guidelines for you to follow that allow work experience records of a longer duration, and guidance on "maintaining" your knowledge rather than it "decaying" as was the previous description.

There is also additional guidance on the lesser requirements for work experience for reassessments of a RSW once they have undertaken an assessment after February 2018.
Metro are seeking at least the last five years of WER, and will accept greater period than that.

Refer to the MTM Manual L1-CHE-MAN-003(3) 'Signals Rail Safety Worker Competence', and the Appendix 1. Signals Rail Safety Worker Competence, Signalling, Control Systems and Communications Roles Matrix which are available on the MTM website (http://www.metrotrains.com.au/academy) or discuss with your Metro approved signal assessor, or contact MTM directly via the following email address: competencies@metrotrains.com.au

Q.80 *If I work overseas, and am, undertaking signal design work for MTM, and am in a country where my engineering qualifications are NOT recognised by Australia under any accord or Engineers Australia, can I be assessed in the role of signal design engineer?*

A.80   No, in those circumstances you can only be assessed against the roles of signal designer or lesser roles.

Q.81. *If I wish to be assessed as a MTM Principle signal design engineer, what do I need to have and do?*

A.81   You need to read carefully all requirements for the role within, MTM Manual L1-CHE-MAN-003(3) 'Signals Rail Safety Worker Competence', and the Appendix 1. Signals Rail Safety Worker Competence, Signalling, Control Systems and Communications Roles Matrix.
You would also need actual signal design work experience records for roles such as signal designer, signal design engineer or senior signal design engineer.
On top of those roles, you would need to be seen as the 'go to person' in the industry, an eminent person within the Industry, and have all the attributes and requirements listed within the MTM documents.

You will have knowledge and great understanding in areas of the following, but not limited to,

   a. MTM signal principles and MTM signal standards,
   b. Train control systems in use
   c. Signalling diagrams in use
   d. Signalling arrangement plans in use
   e. train dynamics,
   f. headways
   g. line speeds
   h. curves and gradients knowledge,
   i. Pass Assets, DMS,
   j. standard plans,
   k. typical plans and circuits,
   l. MTM rules and operational procedures,
   m. type of rolling stock

n. traction bonding, electrolysis, earthing and protection systems
o. power supplies, emergency services supplies
p. interfaces to other rail operators
q. Network assets and locations
r. Types of approved signal and train control equipment in use and approved for use
s. In addition, other requirements associated to the rail systems areas, as they are necessary for SAP production, control tables and other "skills" in the Metro signals and CS&C competency system.

Note that each line on a SoC is a "skill' and requires a combination of training and work experience to obtain a competence in that skill.

Q.82. *Is it still mandatory that all Overseas RSW in the Signals, CS&C, signal project managers and engineers as identified in the MTM competency matrix and manual must attend a "face to face" MTM signals safety Leadership training (SLT) session?*

A.82   Yes and this minimum 4-hour SLT course must be attended. After the 1st February 2019, it is mandatory and all those RSW whom have not attended it will have their Role in Onsite "dropped back to the "working towards role" status.

Note For those RSW whom have undertaken this Overseas SLT course, and then come to work in the MTM network in Melbourne, they must attend the "full day" SLT course that further captures the MTM requirements.

Q.83. *Where can I find more information on completing the entire MTM signals CS&C process in an easy to follow format?*

A.83   MTM have produced an easy to follow "guide" to obtaining a Signal, CS&C Assessment and Statement of Competency. Available on the Metro Academy website. http://www.metrotrains.com.au/academy.
It is a comprehensive guide in what is required with completed examples of,

o Hints and tips
o Request for assessment form
o Role Checklist
o Tick list of all items required
o Education and training records
o Example of certificates
o Work experience record
o Draft SoC
o Final SoC
o Resume
o Plus more

Q.83. *Where can I obtain more information on accords and acceptance of training between various countries?*

A.83   Information on accords or agreements between various countries can be found within MTM document L0-HMR-MAN-001 Business Rules Manual for the contacting Rail Safety Worker, also on Engineers Australia website https://www.engineersaustralia.org.au, along with website

http://www.ieagreements.org/accords, with the Washington accord one to read, along with others that may be relative to you

Q.84. *In the MTM checklist for the ROLE, do I need to have an entry for every line, with a reference to training, and to work experience records?*

A.84   Yes, as competency is assessed based on you acquiring of knowledge via training or other recognised means and then on the work experience having been performed and undertaken to allow you to become proficient at the skill or task being undertaken.

Q.85. *I am a signals assessor, and do I really need to initial each page of the checklist, request for assessment and other documents that I review as part of an assessment of materials supplied by the assessed.*

A.85   Yes, you must initial these on the bottom of each page as a means of verifying that you have reviewed them as evidence used for the assessment.

Q.86. *If I am a Control systems and communications engineer (CS&C) and I also wish to undertake a project management role, what SoC should I obtain?*

A.86   If you are a CS&C engineer and a practitioner within that area of expertise, then you must have a valid Metro SoC for the Role within Onsite. And if you wish to also under project management work in this area, then you must also hold a current competency for Project Management to undertake that work.

If you wish to undertake both the CS&C practitioner role, and also the project management role, then separate Metro competencies must be obtained and held.
Refer to MTM document L1-HMR-MAN-003 Project Management Rail Safety Worker Competence

All documents are available on http://www.metrotrains.com.au/academy.