



RIW BULLETIN



Updates to MTM – Signalling Principles Designer and Tester Job Roles

Purpose

This Bulletin notifies MTM Employees and Third Parties of updates to the *MTM – Signalling Principles Designer* and *MTM – Signalling Principles Tester* job roles, and RIW cardholder requirements.

What are the changes?

The MTM job roles have been updated to clarify alignment to the National Signalling Assessment Framework (NSAF), as well as the training and competency requirements to work on the MTM network.

Changes to the *MTM – Signalling Principles Designer* role:

The MTM job role naming has been aligned with the NSAF job role. Previously, after obtaining their *Signalling Principles Designer – National* role, an RIW cardholder was required to obtain at least one of the following MTM-specific roles, depending on the tasks they were undertaking:

- *MTM – Signalling Principles Designer (Scheme)*
- *MTM – Signalling Principles Designer (Interlocking)*

Each MTM job role required completion of a separate training course.

The MTM job role has now aligned with the National role, with different course requirements depending on the tasks the RIW cardholder will complete:

MTM Role	Course Requirement
MTM – Signalling Principles Designer	Intermediate Signalling Technology for Scheme tasks , or Advanced Signalling Technology for Interlocking tasks

The completion of either course will validate the *MTM – Signalling Principles Designer* job role. The RIW cardholder is then responsible for ensuring they only complete tasks they are competent to undertake:

- Signalling Principles **Scheme tasks** requires completion of the Intermediate Signalling Technology course
- Signalling Principles **Interlocking tasks** requires completion of the Advanced Signalling Technology course

Definition of Scheme and Interlocking tasks

The definition of these tasks align with the upcoming suite of Network Signalling Standards for design activities, which is consistent with the content of the Signalling Training Courses:

Scheme tasks relate to the application of Signalling Principles in tasks during the Scheme Design phase.

Interlocking tasks relate to the application of Signalling Principles in tasks during the application design phase.



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Changes to the MTM – Signalling Principles Tester role:

The RIW cardholder is required to complete a Competence Assurance Interview, prior to the issue of a competency certificate.

The interview process has been expanded to include the following additional requirements:

- Evidence of a valid IRSE *Signalling Principles Tester* licence shall be supplied
- Where the IRSE licence has been obtained based on evidence from another jurisdiction (i.e. not the MTM network), an Intermediate Signalling Technology certificate of completion shall also be supplied.

What do RIW Cardholders need to do?

RIW Cardholders should review their current role requirements and ensure they have completed the required training and competency activities applicable to the signalling tasks they perform.

Employers and Supervisors should ensure workers are appropriately qualified and competent for the tasks they are authorised to undertake.

Further Advice

Please contact competencies@metrotrains.com.au if you have any questions or need further assistance.

Relevant Resources & Documentation

[A12113 Interim Signalling Designer and Tester Competence Manual](#)

[Signalling Designer & Tester Matrix, Version 1.2, September 2026](#)

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Which areas in MTM are to be notified of this alert?

Selecting the shaded rows means the whole division whereas unshaded means the specific teams within the division. Only check what is applicable.

Check	Code	Division/Department
☐	MTM	Entire MTM Network
☒	CHE	Engineering / Office of Chief Engineer
☐	HMR	People
☒	INF	Infrastructure
☐	ELN	Electrical Networks
☐	OCS	Operational Control Systems
☒	SIG	Signals
☐	STF	Structures & Facilities
☐	TRK	Track Delivery
☐	OPS	Operations
☐	TSD	Train Service Delivery
☐	SWS	Safeworking / Signalling
☐	NOS	Network Operations
☐	SER	Metrol
☐		Passenger Experience
☐	STO	Stations
☐	AOS	Authorised Officers
☒	PRJ	Projects
☐	ROS	Rolling Stock
☐	SQE	Safety, Environment & Risk
☐		Other (e.g. Other Divisions/Departments or people not listed): (List them here)

Which contractors should be notified of this alert?

Note: This is undertaken by MetroSafe through the Avetta portal. All contractors/third parties have previously been tagged into their relevant MTM areas.

Check	Division/Department
☐	All MTM Contractors and Third Parties
☐	Corporate
☒	Infrastructure
☒	Projects
☐	Rolling Stock
☐	Operations

How should this alert be distributed and/or acknowledged?

Note: This section may be amended by the Division dependent on best method of distribution

Check	Division/Department
☒	Issued via email
☒	Placed on Noticeboards
☐	Placed in staff pigeon holes / letterboxes
☐	Delivered during toolbox discussions
☐	Employees to acknowledge receipt using Management Systems Communication Receipt (A1866)
☐	Communications Register (the Depot)
☐	Toolbox Attendance Records
☐	Weekly Operational Notice (WON)
☐	Other (specify):