



Rethinking safety through
INCLUSION
+
WELLBEING

RAIL

ELEMENT 20

7/01/2026

INTERFACE MANAGEMENT

PURPOSE AND SCOPE

The purpose of this Procedure is to set out what is required in terms of interface management and the processes to be applied in developing and implementing an interface agreement.

Interface agreements will be developed, implemented and monitored for compliance at all locations where Laing O'Rourke has an identified interface associated with their railway operations.

As an accredited Rail Transport Operator (RTO) Laing O'Rourke needs to develop interface agreements with other RTO's, including Rail Infrastructure Managers (RIM), with whom they have an identified interface.

In most instances it will be the RIM who will enter into an interface agreement with the interfacing roads authority or private road manager.

1.0 PROCEDURES

An interface agreement is a written agreement for managing risks in relation to interfaces between RTOs. As a minimum an interface agreement must include provisions for:

- implementing and maintaining control measures that are to be used to manage safety risks associated with the interface in relation to identified risks and incidents considered;
- providing for the evaluation, testing and, if necessary, revision of those control measures;
- the respective roles and responsibilities of each party to the agreement in relation to each control measure;
- the procedures by which the parties will monitor the effectiveness of and compliance with the agreement;
- the exchange of information between the parties in relation to their obligations under the agreement; and
- the triggers for, and the frequency of, reviews of the agreement, and if necessary, the revision of the agreement.

To allow each organisation to understand their responsibilities it is preferred that the general duty provisions of each organisation is inserted to allow for the relevant procedure of the organisation who is to manage the particular issue can be identified.

An interface agreement may be formed between two or more RTOs, or by one or more RIM's. The agreement itself may consist of two or more documents.

2.0 DEVELOPING AN INTERFACE AGREEMENT

To develop an interface agreement, the following steps are required to be taken:

1. Identify the interfaces and relevant RIM/RTO (noting there is no limit on the number of parties to an agreement)
2. Identify any interfaces that can be eliminated by them being the responsibility of others. This could include road crossings that interface with the rail infrastructure manager's railway on which the rolling stock is to operate.
3. Undertake a risk assessment of the risks to safety in relation to railway operations at the interfaces (note that the choice of methodologies and approaches to risk management is at the discretion of the parties who share the interface). Certain risks would have already been identified by the individual operators, and new risks may also be identified.



4. Identify any additional controls to manage identified risks relating to rail or road crossings, so far as is reasonably practicable:
 - identify who is responsible for implementing the controls
 - identify timeframes for implementing the controls
5. record this information as the identification, assessment and management of risk.
6. Identify ongoing risk management review processes, including communication protocols.
7. Sign the interface agreement and record in each parties register of interface agreements.

3.0 SCOPE OF THE AGREEMENT

The names, identifications, number and locations of interfaces should be recorded along with a description of the infrastructure on which the rolling stock is to operate. The Interface Agreement needs to include the ability for Laing O'Rourke as the Rolling Stock Operator (RSO) to have access to the RIM's railway infrastructure.

To allow Laing O'Rourke to have access to the railway of a RIM it may be necessary to enter into an access agreement with that Network Operator. The process of developing an access agreement with a Network Operator will be managed through the Rail Safety & Compliance Manager.

Relevant diagrams, photographs, engineering standards and technical or engineering drawings should be attached to the agreement.

4.0 IDENTIFICATION, ASSESSMENT AND MANAGEMENT OF RISKS

Rail transport operators using an agreed risk management process must identify, assess and manage risks relating to interfaces, so far as is reasonably practicable.

As part of this process:

- risks to safety which may arise at an interface must be identified.
- a risk assessment must be conducted.
- existing and required measures to manage risks (risk controls) so far as is reasonably practicable must be identified.
- the party responsible for implementing or maintaining risk controls must be identified.
- the timeframe for implementing risk controls established.

An RTO who is required to identify and assess risks to safety relating to an interface may do so by:

- itself identifying and assessing those risks.
- identifying and assessing those risks jointly with the other party.
- adopting the identification and assessment of those risks carried out by the other party.

Risks that may occur over the life cycle of interfaces and those that may occur due to changes in the use of the railway should be identified. These may be associated with:

- identification of a new interface.
- maintenance of an existing interface.
- providing new controls at an existing interface.
- closure of an interface.

Changes in the use or application of the infrastructure which should be considered include:

- changes in rail speed, usage or any other change to rail traffic, including type and /or volume of rail traffic.
- changes in rail infrastructure.
- degraded operations.



New risk controls may be identified as necessary, through the process of identifying and assessing safety risks. Where these risk controls cannot be immediately implemented, a timetable for their implementation should be agreed between the parties involved and recorded. It may be appropriate to use a combination of controls to manage risk.

5.0 APPROVAL OF INTERFACE AGREEMENT

The process for approving interface agreements is:

- Interface agreements can be negotiated at project level.
- Rail Safety Compliance Manager will review on behalf of LORAC.
- Legal Counsel will review on behalf of Corporate.
- Interface Agreement to be executed by Director/Officer of the Company.
- Interface Agreement to be located within the Teams Rail Safety folder.

6.0 MONITORING AND REVIEW OF RISK

If changes are identified through monitoring and review of risk, the agreement should be revised to reflect the changes.

In addition, RTO's should ensure that the changes are reflected in their risk register and their safety management system more broadly.

7.0 STANDARDS AND COMPLIANCE

The RTOs should agree on the standards applicable to safety for the risk assessments, risk management and inspections for interfaces and describe these in the agreement.

It's expected that each party will report to the other party at such times the parties may agree on its progress in implementing agreed safety risk management measures for which it is responsible under this agreement.

As a way of monitoring compliance, parties may agree to allow other parties to undertake independent audit of their records of compliance with this agreement. The expectations and arrangements for this (such as notification and costs) should be agreed in the interface agreement.

8.0 COMMUNICATIONS AND MEETINGS

RTOs are required to consult with any other RTOs with whom they have (or will have) an interface agreement when developing or proposing changes to their safety management system. They must provide persons consulted with, a reasonable opportunity to provide comment and provide advice on the outcome in a timely manner

It is expected that each party will report to the other party at such times the parties may agree, to review the provisions of the agreement and the adequacy of safety risk identification, assessment and management concerning the assets listed in the agreement.

9.0 DISPUTE RESOLUTION

A dispute resolution process should also be discussed and agreed as part of the interface agreement, including the conditions for initiating the process.

10.0 SIGN OFF

This incorporates the name, title and signature of the nominated representatives of the relevant organisations. The date of sign off should also be included.

Nothing in the information contained within an interface agreement prevents additional matters from those listed above from being included in such an agreement.

In terms of the Rail Safety National Law an accredited organisation must keep a register of current Interface agreements entered in to by that accredited organisation.



The Register will be maintained by the Rail Safety & Compliance Manager and contain such details as necessary to record the location of each interface agreement and the Project / operations responsible for the day-to-day management and application of the interface agreement.

11.0 LEGISLATION AND GUIDELINES

- Rail Safety National Law
- ONRSR Guideline Preparation of a Safety Management System