

Specification

Network Standards Numbering System

Version 1.0

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Important Warning

This document is one of a set of standards developed solely and specifically for use on the rail network owned or managed by the NSW Government and its agencies. It is not suitable for any other purpose. You must not use or adapt it or rely upon it in any way unless you are authorised in writing to do so by a relevant NSW Government agency.

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Document Control

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Summary of Change

First issue

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Preface

The Asset Standards Authority (ASA) develops controls and publishes standards for transport assets for New South Wales, using expertise from the engineering functions of the ASA and industry.

Network Standards Numbering System has been developed in conjunction with functional units within the Asset Standards Authority and approved by the ASA Configuration Control Board.

Network Standards Numbering System provides a system to uniquely identify network standards developed and published by the ASA according to transport mode, discipline, and the type of document.

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1. Introduction

Network standards set requirements and provide information and guidance pertinent to transport network assets owned by Transport for New South Wales (TfNSW). The Asset Standards Authority (ASA) develops, controls, publishes, and maintains network standards for TfNSW.

This document provides a system for unique identification of network standards.

2. Purpose

Network standards contain requirements that need to be fulfilled by authorised engineering organisations (AEOs) providing asset related services to TfNSW under contract. This requires the network standards to be uniquely identified in contracts and other documents without ambiguity.

Network Standards Numbering System provides a method for allocating unique identification numbers to standards developed and published by the ASA.

2.1 Scope

Network Standards Numbering System only applies to ASA documents developed and published externally by the ASA.

It does not apply to ASA internal documents produced under the Integrated Management System (IMS) document control process.

2.2 Application

This document applies to any party, internal or external to ASA that produces documents intended to be published as ASA requirements by ASA.

This numbering system is independent of any other numbers or classifications assigned to content within other internal TfNSW systems or information repositories.

3. Reference documents

Not applicable.

4. Terms and definitions

The following definitions apply in this document:

AEO authorised engineering organisation

ASA Asset Standards Authority

TfNSW Transport for New South Wales

5. Network standards numbering system

The ASA shall allocate a network standard number to an externally published document to perform the following functions:

- a unique identifier that can be referred to in contracts and other documents without ambiguity
- independent of any electronic document or file management system
- independent of other systems and frameworks that might draw on a transport standard

5.1 Network standards number format

Network standards numbers shall be allocated by the relevant discipline for single discipline documents or by the Network Standards and Services (NSS) authorised person for multi disciplinary documents in the format described in Figure 1.

A centralised document register is maintained by the Network Standards and Services unit (refer to section 7).

5.2 Numbering system elements

5.2.1 Transport

All transport sector standards are to be identified by the letter 'T' at the beginning of the document number.

5.2.2 Mode

This is the mode of delivery of the transport service. Currently identified modes are Light Rail (LR), Heavy Rail (HR), Ferries (FE), Buses (BU), Roads (RD), Rapid Transit (RT) and Active (AC). Where requirements in a document is intended for more than one mode, it shall be identified as multimodal (MU).

5.2.3 Discipline

Disciplines describe traditional delineations of asset functions within various transport modes. Currently identified disciplines for Heavy Rail, Light Rail, and Ferries are as shown in Figure 1.

The numbering system allows additional disciplines to be added as standards of other modes are integrated with ASA network standards.

5.2.4 Number

The number shall be a five digit number allocated by the relevant discipline for a single discipline standard or by the NSS authorised person for a multi disciplinary standard. Refer to Figure 1.

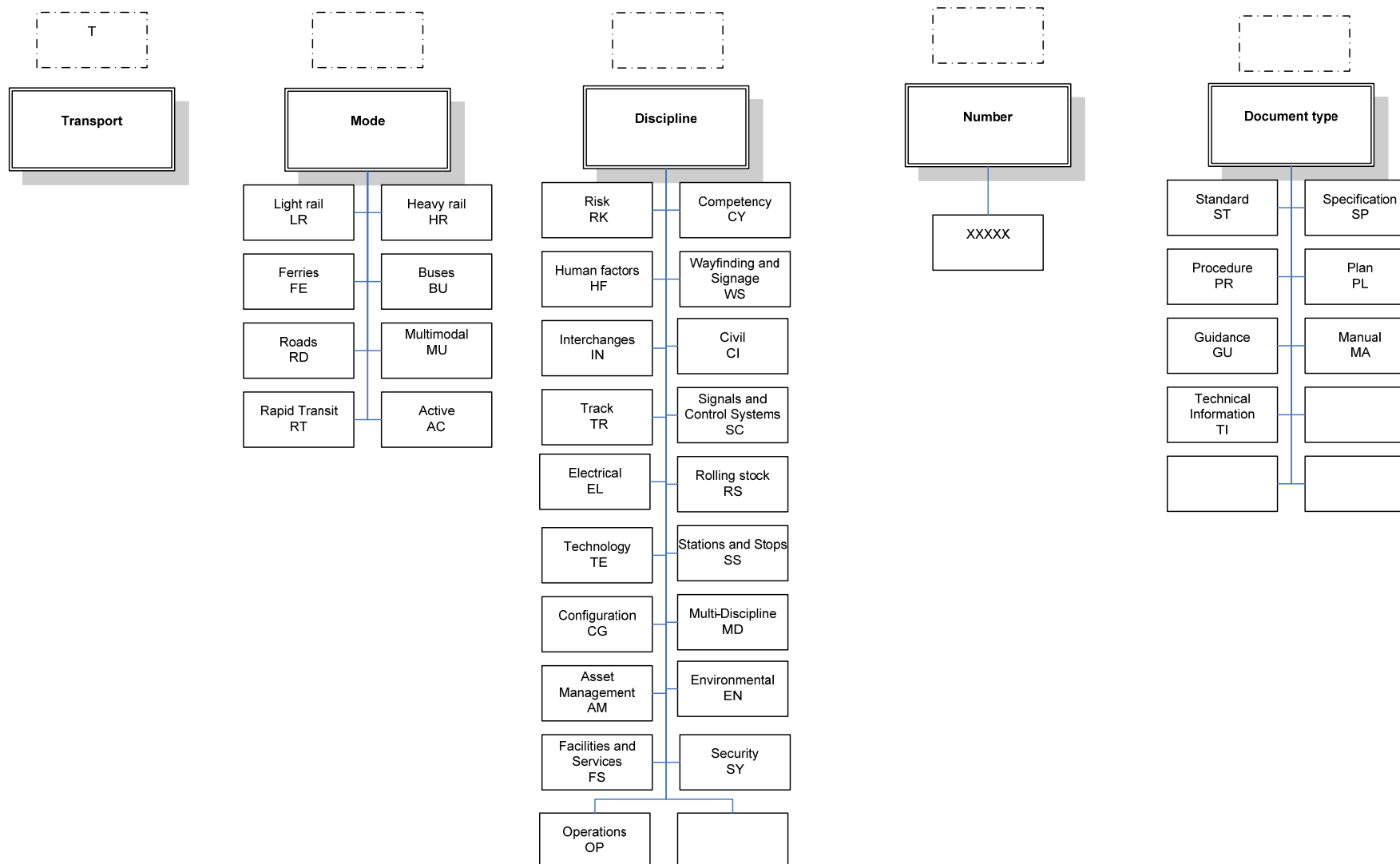


Figure 1 – Network standards number format

5.2.5 Document type

The document type shall be chosen from the following five categories. A general description of each document type is given.

a) Standard

A requirements document that sets mandatory design and performance criteria for a system or an asset.

b) Specification

A requirements document that describes the mandatory physical and performance characteristics of a system or an asset.

c) Procedure

A requirements document that describes a step-by-step process to achieve a desired outcome.

d) Plan

A requirements document that describes activities, responsibilities, and deliverables to be completed to achieve a desired outcome.

e) Manual

A document that describes application scenarios of ASA requirements, but does not contain mandatory requirements.

f) Guidance

A document that provides additional information on application scenarios of ASA requirements, but does not contain mandatory requirements.

g) Technical information

A document that provides technical information on a system or asset to assist readers to understand an asset or system and its capabilities, but does not contain any requirements.

5.3 Technical notes number format

Technical notes numbering shall be generated using the following convention:

- **TN 999: 20yy**
 - **TN** Technical note
 - **999:** is a sequentially allocated technical note number
 - **20yy** year of issue

5.4 Concessions number format

Concessions numbers shall be generated using the following convention:

- **SW 999: 20yy**
 - **SW** Code assigned to identify concessions to ASA requirements
 - **999**: is a sequentially allocated concession number
 - **20yy** year of issue

5.5 Train operating conditions waiver number format

Train operating conditions (TOC) waiver numbering shall be generated using the following convention:

- **TW 999: 20yy**
 - **TW** TOC Waiver
 - **999**: is a sequentially allocated TOC waiver number
 - **20yy** year of issue

5.6 Numbering of forms associated with network standards

Forms associated with a network standard shall be numbered in the following manner:

- **standard number followed by 'F' and the form number**

6. Version control

A first issue of a standard by ASA shall have version 1 assigned to it and the version number incrementally changed by one whole number for subsequent revisions. Standards that have been reviewed but unchanged at the end of a scheduled review cycle shall retain the version number unchanged and the last review date inserted on the document front cover.

7. Control of transport standard numbers

The centralised document register shall be kept up to date by the nominated document controllers within Network Standards and Services.

Each transport standard number shall act as a unique identifier.

The allocation of transport numbers shall therefore be centrally controlled for multi modal and multi disciplinary standards to prevent the allocation of duplicate numbers.

Each discipline when initiating a standards review project, shall update the centralised document register for the new number or the version change.