



Accredited Africa Training Institute for Capacity Development

Unit FO409, Hatfield Plaza · 1122 Burnett St, Hatfield 0028 · Pretoria, Gauteng · South Africa

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COURSE BROCHURE

Radio Train Token System Administration for Safe Rail Movement

Services / Transport, Operations and Logistics

Unit Standard 260917 · NQF Level 4 · 8 Credits · 5 Days

COURSE OVERVIEW

This course equips learners with the knowledge and practical skills to administer a Radio Train Token (RTT) system, ensuring safe and efficient rail movement. Participants will learn to issue, receive, and account for tokens, manage token imbalances, and apply relevant safety protocols. The course is aligned with SAQA Unit Standard 260917, promoting compliance with railway safety regulations.

Category	Services
Subfield	Transport, Operations and Logistics
Unit Standard	260917
Accreditation	SAQA Accredited · NQF Level 4 · 8 Credits
Duration	5 days
Training Method	Online, On-Campus, In-House
Certificate	Issued via AATICD LMS – verifiable online

LEARNING OUTCOMES

- Demonstrate the procedures for issuing, receiving, and accounting for radio train tokens in accordance with organisational and safety requirements.
- Apply correct radio communication protocols when administering the token system.
- Evaluate and resolve token imbalances or discrepancies to maintain operational integrity.
- Implement safety measures to prevent unauthorised train movements and ensure safe rail operations.
- Analyse the role of the token system in controlling train movements and preventing collisions.
- Record and report token transactions accurately for audit and compliance purposes.

WHO SHOULD ATTEND

- This course is designed for rail traffic controllers, signalmen, and operational staff responsible for managing train movements using a Radio Train Token system.
- It is also suitable for supervisors and managers overseeing safe rail operations.

COURSE OUTLINE

Day 1: Introduction to Radio Train Token Systems and Safe Rail Movement

- Overview of railway signalling and train control systems.
- History and evolution of token systems.
- Components: token machines, tokens, staffs, and communication equipment.
- Principles of token-based train movement: absolute block working.
- Safety rules and procedures for token exchange.
- Roles: train driver, signalman, token clerk.
- Relevant SAQA unit standards and regulatory requirements.
- Case studies of incidents due to token system failures.

Day 2: Token Machine Operation and Maintenance

- Types of token machines: manual and electric.
- Step-by-step operation: issuing, receiving, and cancelling tokens.
- Daily inspection checklist: mechanical and electrical checks.
- Common faults: jamming, electrical failure, communication errors.
- Basic maintenance procedures: cleaning, lubrication, component replacement.
- Record-keeping: token register, maintenance log, incident reports.
- Safety precautions: lockout/tagout, working at heights, electrical safety.
- Practical demonstration and hands-on practice.

Day 3: Communication Protocols and Emergency Procedures

- Radio communication standards: phonetic alphabet, call signs, message structure.
- Token exchange communication sequence.
- Dealing with radio interference or failure: alternative communication methods.
- Emergency scenarios: broken token, lost token, train failure, track obstruction.
- Emergency token working: possession of line, caution order, pilotman working.
- Incident reporting: forms, timelines, and investigation procedures.
- Role-play exercises for emergency communication.
- Assessment of communication skills.

Day 4: Advanced Token System Administration and Compliance

- Token inventory management: stock levels, serial numbers, expiry dates.
- Distribution logistics: secure transport, handover procedures.
- Regulatory compliance: SANS 3000-1, OHS Act, Railway Safety Regulator.
- Audits: internal and external, preparation and response.
- Documentation: standard operating procedures, manuals, certificates.
- Change management: system upgrades, new equipment, procedural changes.
- Risk assessment methodology: hazard identification, risk rating, controls.
- Training and competence assessment: training records, competency tests.

Day 5: Integration, Case Studies, and Final Assessment

- Integration with other signalling systems: interlocking, block instruments.
- Interface with train control and operations centre.
- Case studies: successful incident prevention, lessons learned.
- Human factors: fatigue, communication errors, situational awareness.
- Continuous improvement: incident reviews, safety culture.

- Final written examination and practical assessment.
- Course evaluation and feedback.
- Certification requirements and next steps.

ASSESSMENT & CERTIFICATION

Delegates are assessed through exercises and a final test. A mark of **50% or above** earns an **AATICD Certificate of Completion**, issued digitally with a unique verification code. This course carries **8 NQF credits** at **NQF Level 4**.

PRICING (PER DELEGATE, EX-VAT)

Delegates	Training Method	Price per Delegate	Total
1	Online	R 23,000.00	R 23,000.00
1	In-House	R 29,900.00	R 29,900.00
1	On-Campus (Pretoria)	R 34,500.00	R 34,500.00

UPCOMING SESSIONS

Start	End	Method	Venue
10 Aug 2026	14 Aug 2026	On-Campus	Durban, South Africa
10 Aug 2026	14 Aug 2026	On-Campus	Abu Dhabi, UAE
10 Aug 2026	14 Aug 2026	On-Campus	Pretoria, South Africa
10 Aug 2026	14 Aug 2026	On-Campus	Dubai, UAE
10 Aug 2026	14 Aug 2026	On-Campus	Cape Town, South Africa
10 Aug 2026	14 Aug 2026	On-Campus	Mauritius
17 Aug 2026	21 Aug 2026	On-Campus	Dubai, UAE
17 Aug 2026	21 Aug 2026	On-Campus	Pretoria, South Africa

Contact us if no suitable date is listed – on-demand sessions can be arranged for groups.

HOW TO GET A QUOTE OR APPLY

1. **Get an instant quotation online:** visit www.aaticd.co.za, open the page for this course (Unit Standard 260917) and click **Get A Quote / Apply**. Select your training method and number of delegates – your quotation is generated immediately and emailed to you with the course brochure attached.
2. **Apply by email:** send the course title, your preferred training method (Online, In-House or On-Campus Pretoria), the number of delegates and your preferred dates to apply@aaticd.co.za – our team will reply with a formal quotation.
3. **Apply by phone or WhatsApp:** call +27 12 004 8389 or WhatsApp +27 65 077 6310 and we will prepare your quotation and reserve your seats.
4. **Confirm your booking:** accept the quotation and settle the invoice. As soon as payment is confirmed your delegates are enrolled and receive their AATICD LMS login details by email, along with joining instructions for their chosen training method.

Group discounts apply automatically – the more delegates you enrol, the lower the price per delegate. No payment is required to request a quotation.

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