

PERMIT APPLICATION – ACCESS AND/OR WORKS IN RAIL CORRIDOR

FORM

IMPORTANT: the minimum notice period for all works on rail land requiring Track Protection is a minimum of 7 days from approval of submitted documentation. Urgent works will be given priority.

Follow these steps when applying for a permit for access to the Rail Corridor

Please note - incomplete applications will increase processing times.

1. **To ensure your application is valid** please check you have completed and signed all required forms and provided all requested documents.
2. **Complete Part A, and complete and sign part B.**
3. **Complete and sign Part C only** if works are for the installation of an asset or service that is to remain on rail land and requires a Licence from TasRail.
4. **Email** your completed application to property@tasrail.com.au or alternatively you can post to:
 - TasRail Property Department, PO Box 335, Kings Meadows Tas 7249

Any Questions? Please contact property@tasrail.com.au or phone 6335 2604 during business hours.

PART A – APPLICATION & PAYMENT DETAILS

(to be completed by person/s responsible for undertaking works in the rail corridor)

Name of Applicant:			
Phone:		Email:	
Nominated Site Contact:			
Phone:		Email:	
Registered Company Name:		ABN No:	
Registered Address:			
Postal Address:			
Proposed Date of Works (subject to permit approval):			
Proposed Times of Works (subject to permit approval):			
Property ID/Address for proposed works / services: (please also attach a map marked with location reference / GPS details)			
GPS Location:		East	
		North	

Check:	Reason for Application:		
<input type="checkbox"/>	Access Only – No Works e.g. no ground disturbance or installation, survey inspections, hauling, to cross from point A to Point B		
<input type="checkbox"/>	Works - including Excavation and or installation of an asset within the corridor not excluding 3m from State Rail Network Land boundary. For works select from the below list .		
<input type="checkbox"/>	Pipeline – minor domestic	Pipe Size:	
<input type="checkbox"/>	Pipeline – mains, industrial		
<input type="checkbox"/>	Pipeline – flammable	Sleeve Size:	
<input type="checkbox"/>	Optic Fibre Cable	<input type="checkbox"/>	Existing overhead cables – low voltage
<input type="checkbox"/>	New underground cable – low voltage	<input type="checkbox"/>	Existing overhead cables – high voltage
<input type="checkbox"/>	New overhead cables – high voltage	<input type="checkbox"/>	Ground water monitoring / test pits/ geotech works
<input type="checkbox"/>	Existing overhead structure works e.g. bridge strengthening	<input type="checkbox"/>	New overhead structure works
<input type="checkbox"/>	Other - specify:		

Detailed Purpose of Access, description and methodology of proposed works:

Comments

Copy of the following documents attached *(please check relevant boxes)*

Installation and Excavation Works	
Drawings to be by a suitably qualified professional and must comply with the TasRail standard - sample attached. For underground services/pipelines refer to Australian Standard 4799 Installation of Underground Utility Services and Pipelines within Rail Boundaries noting TasRail requires depth of 2000mm.	<input type="checkbox"/>
Design Life Warranty (from Designer)	<input type="checkbox"/>
Axle Loading calculations – (AS4799 – 2.3.2.2) to 30 tonne axle loading	<input type="checkbox"/>
Certificate of Compliance from manufacturer for all relevant underground infrastructure. (of culvert, sleeve etc).	<input type="checkbox"/>
Dial Before You Dig Enquiry Registration & Proof of Reports (pre-works) for the location	<input type="checkbox"/>
All Access	
Copy of current Insurance Certificates attached? <i>(Please check relevant boxes below and attach.)</i>	
Workers Compensation <input type="checkbox"/> Property Loss <input type="checkbox"/> Damage & Personal Injury <input type="checkbox"/> Public Liability)	
<input type="checkbox"/> If exempt under Service Infrastructure Legislation, please state applicable Act:	
Applicant certifies that the following safe working document/s have been developed for the proposed works and were approved by a suitably qualified HSE specialist. Tick relevant box:	
<input type="checkbox"/> JSA <input type="checkbox"/> SWMS <input type="checkbox"/> Risk Assessment <input type="checkbox"/> Other - please provide details:	

Permit Application Fees:	Minor Works: \$132.00 including GST Major / Complex Works: \$ Price On Application (POA)		
Purchase Order Number: <i>(if applicable):</i>			
EFT Payment <i>Please send confirmation of payment to property@tasrail.com.au quoting your reference number and bank receipt number.</i>	Commonwealth Bank of Australia Account Name: Tasmanian Railways Pty Ltd BSB: 067-603 Account: 1038 1189		
Credit Card: <i>Card details will be destroyed once payment is processed.</i>	Authority to debit my <input type="checkbox"/> Mastercard <input type="checkbox"/> Visa		
Card Number:			
Exp Date:		CCV:	
Name on Card:			
Signature:			
Email for Receipt:			

PART B – STANDARD CONDITIONS

Please read the mandated conditions below and tick all boxes to confirm acknowledgement, agreement and acceptance of all conditions.

Item:	Conditions:	Check <input checked="" type="checkbox"/>
1.	Applicant is obliged to report any incidents (including minor) that occur during the excavation works within 24 hours to property@tasrail.com.au . Emergencies to be reported to Train Control immediately on 1300 TasRail.	<input type="checkbox"/>
2.	Applicant certifies that it will only permit persons with current valid Track Safety Awareness competencies in the rail corridor to perform the works.	<input type="checkbox"/>
3.	All persons to be wearing orange hi-vis vests, safety boots and safety glasses at all times when inside the rail corridor.	<input type="checkbox"/>
4.	Applicant agrees to book and pay for an accredited Track Protection Officer to be in attendance for duration of works in rail corridor. Should the TasRail assessment process deem it necessary.	<input type="checkbox"/>
5.	Applicant acknowledges that any review, approval, rejection or comment by TasRail on any information, drawings, plans or documents provided with this application or otherwise imposes any liability whatsoever on TasRail or relieves the Applicant from any obligation with respect to the excavation works being undertaken on privately owned land. The Applicant acknowledges and agrees that TasRail does not represent that any information, drawings, plans or documents approved by TasRail is fit for purpose.	<input type="checkbox"/>
6.	In accordance with S44 of the <i>Rail Infrastructure Act 2007</i> , the applicant acknowledges that it must comply with any directions given by TasRail before the starting date of the excavation works.	<input type="checkbox"/>
7.	Applicant agrees works will be completed as per agreed plans and specifications. Where a change is required to the plans, times, and/or date of works, all works must immediately cease until revised plans are submitted to TasRail, and a revised Permit issued.	<input type="checkbox"/>
8.	Where applicable, the applicant certifies that the installed approved infrastructure / services will be registered with Dial Before You Dig on completion of works and proof of registration forwarded to property@tasrail.com.au . Note: this applies where the excavation is for the purpose of installing service infrastructure intended to interface with State Rail Network land and/or rail infrastructure and assets.	<input type="checkbox"/>
9.	Applicant acknowledges TasRail reserves the right to request the safe working document for review as part of the permit approval process, subject to the type of work to be undertaken on rail land.	<input type="checkbox"/>
10.	Applicant acknowledges that it must not access any part of State Rail Network land or proceed with any works until it has received a written Permit Authorisation to do so from property@tasrail.com.au .	<input type="checkbox"/>
11.	Applicant agrees to comply with all conditions as shown in Part A, B and C of this Permit Application.	<input type="checkbox"/>
12.	Applicant acknowledges that TasRail may impose additional/special conditions to this Permit Application and that if this occurs, a separate authorisation process for 'Part D' of the Permit Application will be forwarded for completion and authorisation.	<input type="checkbox"/>
13.	Applicant acknowledges that a breach or non-compliance of these permit conditions may result in immediate suspension or withdrawal of the Permit.	<input type="checkbox"/>

Signature of Applicant:		Date:	
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- Add names of all people who will be onsite. They will be sent a link to the TasRail TSA training.
- If TSA training previously completed, add names to the table and competencies will be checked.

[illegible]

PART C – AGREEMENT TO ENTER INTO LICENCE

Must be completed where a service, asset or other infrastructure is to remain on rail land.

I am the legal owner of the asset or infrastructure to be installed on rail land:		<input type="checkbox"/> Yes <input type="checkbox"/> No
Name:		
Title:		
Address:		
ABN:		
Contact Number:		

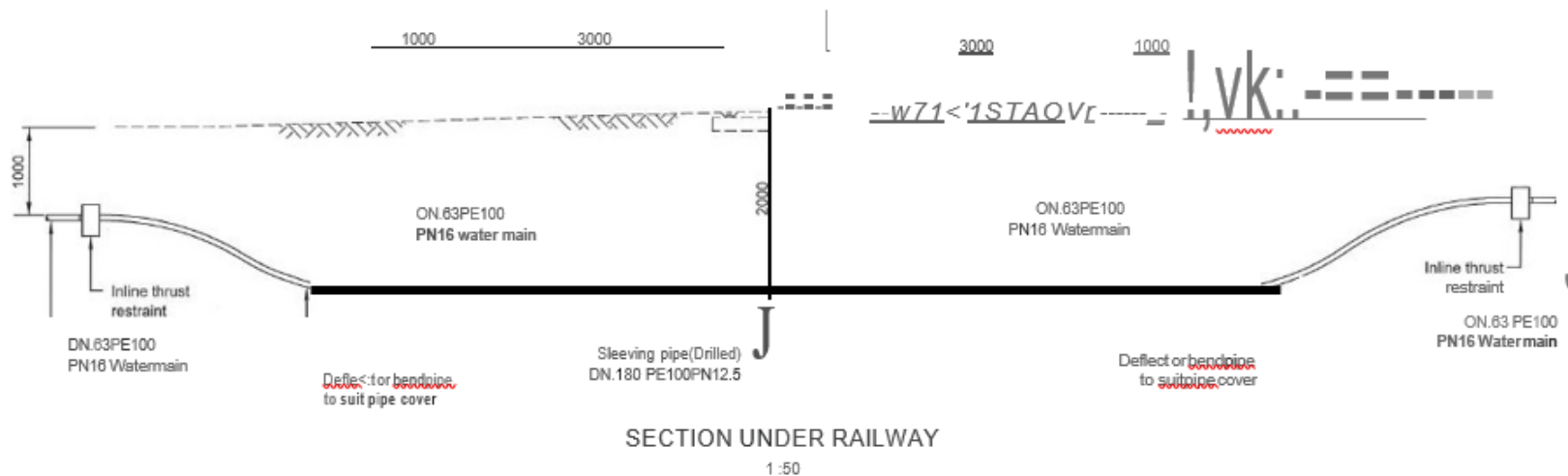
I am the duly authorised representative of the legal owner:		<input type="checkbox"/> Yes <input type="checkbox"/> No
Name:		
Title:		
Contact Number:		
Legal Owner's Contact Number:		
Legal Owner's Address:		
Legal Owner's Contact Number:		

As the legal owner (or duly authorised representative) I agree to enter into a Licence Agreement with TasRail for the installation to remain on rail land (subject to terms and conditions), cost supply.	<input type="checkbox"/> Yes
I agree to pay all applicable Licence fees and charges.	<input type="checkbox"/> Yes

Signature:		Date:	
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If the permit applicant is not the owner of the installation, the applicant is required to obtain owner consent and owner agreement to enter into a licence as a pre-requisite to the permit process.

SAMPLE



NOTES

1. Construction to comply with WSA 03-2011-3.1 Water Supply Code of Australia MRWA version and TasWater supplement to the Water Supply Code.
2. Buried crossings under Railways* Refer MRWA-W-210.