

# Notification to Undertake Work on Berth 1

**Form must be submitted 24 hours (minimum) before commencement of all works except cargo operations.** Port Control must be notified at the start and on completion of work shifts.

Fax completed Form to:  
Marine Services / Port Control  
Fax: 4771 4493 Ph: 4781 1684

<b>Applicant Details</b> Clearly identify who is making the application.	<b>Organisation / Applicant's Name</b> /
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<b>Contact Person:</b>	<b>Contact number:</b>
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**Postal Address:**

<b>Signature:</b>	<b>Date:</b> ____/____/____
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<b>Type of work:</b> <input checked="" type="checkbox"/> denotes POTL permit is required with notification	<input type="checkbox"/> Hot Work ☼	<input type="checkbox"/> Diving ☼	<input type="checkbox"/> Abrasive blasting ☼
	<input type="checkbox"/> Confined Space ☼	<input type="checkbox"/> Fumigation ☼	<input type="checkbox"/> Lifting
	<input type="checkbox"/> Electrical work HV ☼	<input type="checkbox"/> Bunkering by road tanker	<input type="checkbox"/> General maintenance
	<input type="checkbox"/> Work at Heights	<input type="checkbox"/> Operating electrical tools	<input type="checkbox"/> Other.....

Brief description of work being carried out:

<b>Duration of work</b> <small>Advice for completing – Identify the time and date you wish to commence and cease work</small>	<b>Work to be effective from:</b> _____ Hrs ____/____/____ to _____ Hrs ____/____/____
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- Work Requirements:**
1. When working within eight (8) meters of the Berth 1 Pipe corridor with any type of ignition source, continuous atmosphere testing is a mandatory requirement. Is atmosphere testing required? Yes  No
  2. Berth 1 Fire Pumps must be isolated when any type of electrical equipment is being used. (Note Isolation can only occur when there is no vessel berthed). Berth 1 Fire Pumps require isolation? Yes  No
  3. Plan 2973 depicts Hazardous zone classifications for Berth 1 (contact POTL Engineering on 4781 1600). Plans obtained? Yes  No
  4. Works when a vessel is at the Berth require the formal the approval of the Berth Operator. (Note it is generally the case that no works are permitted during this time). Required? Yes  No

**Marine Services / Port Control - Office Use Only**

Received by:- PSO Name.....	PSO Signature.....	Date: ____/____/____
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Special precautions: Yes <input type="checkbox"/> No <input type="checkbox"/>	Isolation of Berth 1 Fire pumps Atmosphere testing is mandatory	Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/>
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**✓Berth 1 Fire Pump Isolation Checklist**

If isolation of Berth 1 Fire Pumps is required, has Mechanical Supervisor been notified?	Yes <input type="checkbox"/> No <input type="checkbox"/>	Date: ____/____/____ Time: _____ hours
Has Mechanical Supervisor reported that Berth 1 Fire pumps have been isolated?	Yes <input type="checkbox"/> No <input type="checkbox"/>	Date: ____/____/____ Time: _____ hours
Has the work on berth 1 been completed without incident?	Yes <input type="checkbox"/> No <input type="checkbox"/>	Date: ____/____/____ Time: _____ hours
Has Mechanical Supervisor been notified to make Berth 1 Fire Pumps operational?	Yes <input type="checkbox"/> No <input type="checkbox"/>	Date: ____/____/____ Time: _____ hours
Has Mechanical Supervisor reported that Berth 1 Fire pumps are operational?	Yes <input type="checkbox"/> No <input type="checkbox"/>	Date: ____/____/____ Time: _____ hours
PSO Name & Signature:		Time & Date: _____ hrs ____/____/____

**NB: An after hours callout to have Berth 1 Fire Pumps isolated may attract a Port of Townsville fee.**

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