



APPLICATION TO CARRY OUT EXCAVATION/TRENCHING WORKS
AT THE PORT OF TOWNSVILLE LIMITED

Section 1: To be completed by the Applicant

Name: Date:/...../.....

Organisation:

Telephone: (.....) Facsimile: (.....)

Location of excavation works:

.....

.....

Purpose of excavation works:

.....

.....

Is this a new project?

YES, Please attach copy of formal approval in principle granted by the Port of Townsville Limited Board / CEO

NO

Dimensions of excavation:

Length: Breadth: Depth (below existing surface):

Permit to be effective from:/...../..... to/...../.....

The following drawings are attached:

.....

.....

Method of collection and disposal of wastes:

.....

.....

Other information:

.....

.....

Signature: Position:

Section 2: To be completed by POTL

Application ACCEPTED DENIED

Access Cards required: YES / NO If "yes", how many:

(Refer to form POR311F Access Control Card Applications/Cancellations)

Induction required: YES / NO (Refer to form EMP334F Induction Checklist)

Conditions of Permit:

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Special precautions and safety considerations:

Applicable drawings:

Drafting Officer: Date:/...../.....

Manager Maintenance: Date:/...../.....

Project Engineer: Date:/...../.....

Manager Engineering: Date:/...../.....

Planning Officer: Date:/...../.....

Environmental Co-ordinator: Date:/...../.....

Contract Supervisor: Date:/...../.....

PERMIT NUMBER:

Instructions

In accordance with Section 3.1.4 of the Port of Townsville Limited Port Notices and Emergency Responses for Port Users (October 1998) a permit is required to undertake excavation/trenching works at the Port of Townsville.

Failure to obtain a permit for such works may result in a fine of 25 Penalty Units being imposed on the responsible organisation. Additionally, failure to comply with any or all conditions of the permit will result in a fine of 25 Penalty Units for each non-compliance incident.

All questions of Section 1 of the application form must be answered in as much detail as possible prior to being submitted to the Corporation's Operations Business Unit on facsimile (07) 4781 1601. All inquiries should be directed to the Operations Business Unit in the first instance on telephone (07) 4781 1600.

For all excavations across areas controlled by the Corporation, the following procedures are to apply:

1. PRIOR TO EXCAVATION TAKING PLACE

The excavator is to obtain signatures on all sections of the "Request for Permission to Excavate" form, a copy of which is attached. Further copies are available at the Corporation's Operations Office.

The intention of this is to ensure that the risk of damage to the property of the Corporation and other port users, is minimised. However, the Corporation accepts no responsibility for failure to identify any underground service.

2. EXCAVATION

Materials excavated remain the property of the Corporation, and are to be reused for backfilling, removed to other areas of the Corporation's property, or removed to dump, as directed by the Engineer.

Adequate shoring of any adjacent services or structure is to be provided by the excavator, who shall also be responsible for any necessary shoring of the excavation walls to ensure the safety of personnel working in the excavation.

In the event of any damage to adjacent structures or buried objects, by any cause whatsoever, the excavator shall be responsible for making good such damage.

All excavations shall be barricaded, and suitable lights and signs shall be provided, and maintained, to prevent personnel or vehicles from falling into the excavation, or colliding with mounds of excavated material.

Where the excavation is across a concrete or hot mix surface, it may be required that the sides of the excavation be cut with a concrete saw or similar tool.

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3. REINSTATEMENT

Reinstatement of the excavation will be dependent on the surface and sub-surface materials through which the excavation is performed.

Reinstatement will be performed as follows:

(a) Sand or Clay

The excavation shall be backfilled with sand or an approved alternative material, wetted (or dried) and compacted as required.

The surface shall be graded to level to match the undisturbed area around the excavation.

(b) Topsoil

If the excavation passes through an area that was previously topsoiled, any disturbed area shall be re-topsoiled and evenly raked to match the profile prior to excavation. If the topsoil was originally grassed, reseeding or grassing of the disturbed area may be required.

(c) Paved Surfaces

The excavation shall be backfilled with sand, or approved granular material with maximum size not greater than 100 mm, to a depth of 300 mm below the pavement surface, or 50 mm below the underside of concrete paving. The pavement shall then be reconstructed as follows:

(i) Bituminous sealed, or hot mix surfaced pavement

Temporary filling material is to be removed to a depth of 300 mm below the existing surface of the adjacent undamaged road, and the surface exposed at this level is to be compacted. Two (2) layers, each approximately 125 mm thick, of 25 mm grade "D" (P.I.8) crushed rock is to be constructed, and the top layer sealed with emulsion seal. Seal is to be finished to level of existing adjacent seal with 50 mm compacted thickness of Hot Mix (approximately 10 mm maximum aggregate size). Compaction and the addition of water to materials shall be to the satisfaction of the Engineer.

(ii) Concrete Surfaced Pavement

Compacted sand or fine crushed rock shall be used as a bedding for the new concrete surface. The replacement concrete shall be equal in thickness to the concrete removed, with minimum 28-day compressive strength of 30 MPa, adequately vibrated, and finished to match the surrounding surfaces. The concrete shall be reinforced and cured to the satisfaction of the Engineer.

(d) Under Kerb, or Kerb and Channel

Full support shall be supplied to kerb, or kerb and channel, by adequately compacting sand or other approved granular material, under these structures. Any damage shall be made good, as follows:

(i) Chipped sections of kerb and channel shall be thoroughly cleaned, wetted, and painted with a coat of "Bondcrete" or "Lokcrete" in accordance with the manufacturer's instructions.

A mortar of one part White Cement to four parts Fine Sand shall then be applied to the prepared surface, and finished to blend with the profile and texture of the adjacent undamaged surface. The resulting surface shall be shaded from the sun until the mortar takes the "initial set". The repair shall then be covered with hessian which shall be kept damp for a further three (3) days. Should this procedure not prove satisfactory, removal and replacement of damaged sections may be required.

(ii) Cracked or broken sections of kerb and channel shall be removed back to the nearest shrinkage joints, care being taken not to damage the surface past these joints. New kerb and channel shall be cast from 20 MPa concrete, with a surfacing of crusher dust and cement, to match the texture and profile of the adjacent surface.

The base for any new kerb and channel shall be reconstructed and compacted to the satisfaction of the Engineer.

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