

APPLICATION TO CARRY OUT HIGH VOLTAGE ELECTRICAL WORKS AT THE PORT OF TOWNSVILLE LIMITED

Section 1: To be completed by the Applicant

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

Organisation:

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

Permit type: TEST ACCESS SWITCHING

Permit to be effective from: am/pm on/...../..... to:..... am/pm on/...../.....

Description of proposed works including apparatus to be accessed:

.....

.....

.....

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 MS 1020-040025 A - Access Control Card Applications/Cancellations)

Safety Induction required: YES / NO

If Safety Induction complete, state Induction Number:

Conditions of Permit:

.....

.....

.....

.....

Special precautions and safety considerations:

.....

.....

Manager Engineering: 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 high voltage electrical works on the Port of Townsville Limited network. 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) 47811601. All inquiries should be directed to the Operations Business Unit in the first instance on telephone (07) 4781 1600.

| | | | | |
|--|---------------|---------------|--------------|-----------------|
| © Port of Townsville Limited | Document Type | Template/Form | Document No. | ENG 1020-040025 |
| Only electronic copy on server is controlled. To ensure paper copy is current, check revision number against entry in Qudos - Master Document List | | | Revision | 1 |
| | | | Date | 17/07/2008 |
| | | | Page | 1 of 3 |

PORT OF TOWNSVILLE LIMITED HIGH VOLTAGE ELECTRICAL TEST/ACCESS PERMIT

Permit type: TEST ACCESS

Permit number:

| | | |
|--|--|--|
| APPARATUS to which access is given:- | WORK TO BE DONE:- | |
| | | |
| | WORK GROUP SIGNATURES | |
| PRECAUTIONS The following apparatus has been opened or removed and where possible locked and danger tagged. | RECEIPT: I hereby acknowledge receipt of this Permit for work in accordance with the conditions stated thereon. | RELINQUISHMENT: I hereby relinquish the Permit and state that hence forth I regard the apparatus unsafe to touch. |
| | 1. | 1. |
| | 2. | 2. |
| | 3. | 3. |
| | 4. | 4. |
| | 5. | 5. |
| | 6. | 6. |
| Location of Earth and Short circuits applied by authorised by. personnel. | 7. | 7. |
| | 8. | 8. |
| | 9. | 9. |
| | 10. | 10. |
| | 11. | 11. |
| | 12. | 12. |
| Total Number Applied = | 13. | 13. |
| | 14. | 14. |
| Other precautions taken: | 15. | 15. |
| | 16. | 16. |
| | 17. | 17. |
| | Earth and short circuits applied by I/C recipient. Total = | Earth and short circuits applied by I/C recipient. Total = |
| ISSUE | CANCELLATION: I hereby cancel this permit: | |
| Issued by | Signed: | |
| Instructed by | Instructed by: | |
| | Time: am/pm Date:/...../..... | |
| TELEPHONE/RADIO CANCELLATION | Total number of Earth and Short circuits removed by authorised h.v. personnel cancelling this permit | |

PORT OF TOWNSVILLE LIMITED HIGH VOLTAGE SWITCHING SHEET

Permit number: Switching Sheet Number: Sheet:

Apparatus to which Access is required:

Work to be done:

Date: _____ Time switching to commence: _____

Outage from: _____ to: _____ hours

Access required from: _____ to: _____ hours Sets of Earths: _____

| App | Time | Op # | Apparatus | Operation |
|-----|------|------|-----------|-----------|
| | | | | |

| | | | | | | | |
|---|----|----|----|----|----|----|---|
| <p>Distribution:</p> <table style="width: 100%;"> <tr> <td style="width: 50%;">1.</td> <td style="width: 50%;">4.</td> </tr> <tr> <td>2.</td> <td>5.</td> </tr> <tr> <td>3.</td> <td>6.</td> </tr> </table> | 1. | 4. | 2. | 5. | 3. | 6. | <p>Prepared by: _____</p> <p>Checked by: _____</p> <p>Authorised by: _____</p> <p>PIC Switching: _____</p> <p>PIC Work: _____</p> |
| 1. | 4. | | | | | | |
| 2. | 5. | | | | | | |
| 3. | 6. | | | | | | |