

3WA - Terminals

Tenant/ Concessionaire/ Retailer Works Application

This form must be completed in full and submitted by the Tenant, Concessionaire, Retailer or Contractor to workrequests@perthairport.com.au.

All 3WA Applications must be accompanied by a **tailored** Safe Work Method Statement [SWMS] document.

If the works described in this form and the SWMS provided do not align, you will be required to repeat this process.

CONTRACTOR DETAILS

Company Name

Contact Person

Phone

Email

TENANT/ CONCESSIONAIRE/ RETAILER DETAILS

Company Name

Contact Person

Phone

Email

PARTICULARS

Application Date

Start Date

Finish Date

Works Duration (hrs)

Start Time

Finish Time

LOCATION OF WORKS

DESCRIPTION OF WORKS

All third-party maintenance activities within Perth Airport's facilities require assessment by a designated PAPL Authority to determine if Perth Airport's HRA-Permitting procedures are to be applied (**HIGH-RISK ACTIVITIES**).

WORKS REQUIRE [select either Yes or No for each HRA below]

Energy Isolation required

Note: Energy Isolation includes Hydraulic, Gas and Electrical.

Excavation

Hot works

Confined Space Entry

Height Safety (working above 2m)

Penetration

Demolition

Radiation Area Access

Fire System Isolation/ Impairment

Airspace Penetration and Crane Operations

If any of the above items are selected, assessment and control on how Energy Isolation and/or High-Risk Activities are to be conducted, must be undertaken with a designated PAPL Representative at an **OSH WORKS PLANNING MEETING**.

IMPACTED SERVICES

Please select the applicable boxes. If box is checked, please provide further detail in the space provided.

Fire Protection

Electrical Services

Water, Gas & Sewerage

HVAC & Mechanical

Lifts & Escalators

Security Systems

Building Alterations

Water Mains

Telephone & Comms

CHECKLIST OF REQUIREMENTS TO COMPLETE WORKS AT PERTH AIRPORT

Visit <https://www.perthairport.com.au/Home/corporate/planning-and-projects/undertaking-works>

SWMS or Job Safety Analysis attached to this application

Perth Airport Contractor Induction complete

ASIC (if applicable)

or

Sponsor Name/ position advised

PERTH AIRPORT USE ONLY

CONSENT INFORMATION (if applicable)

Consent process required

Consent approved

Conditions imposed

Conditions/ Notes

Consents approval given, and conditions included in this submission

Terminal Maintenance Representative Signature

WORKS AUTHORISATION

Contractor

Tenant/ Concessionaire/ Retailer

Description of Works

Works Commencement Date

Works End Date

I have reviewed the proposed work activities and confirm that the relevant documentation and permits required to complete the scope of work is in line with PAPL procedures, and has been completed in full, subject to the conditions below.

Further Comments/ Conditions

OSH Works Planning Meeting required

Terminal Maintenance Representative Name

Terminal Maintenance Representative Signature

Date

Where there are **NO HIGH-RISK ACTIVITIES (HRA)** undertaken as a part of the scope, an extended approval may be granted by the PAPL Works Authorisation Controller – with conditions placed on authorisation.

AUTHORISATION FOR REPETITIVE NON-HIGH-RISK ACTIVITY MAINTENANCE WORKS

Description of Works

I, PAPL's Representative, have reviewed the proposed work activities, and confirm there are no High-Risk Activities (HRA) required to complete the scope of work outlined in this document.

Terminal Maintenance Representative Name

Terminal Maintenance Representative Signature

Date

Authorised Works Commence Date

Authorised Works End Date

Every Contractor must have the ability to produce a 3WA Authorisation when conducting works on site.