



FORM 3S – Application to work near, on or connect to Gippsland Water’s sewer assets

Attention: Send completed form to;
Land Development Team – Developerworks@gippswater.com.au or
Asset Delivery – **send directly to Responsible Officer at Gippsland Water**

Gippsland Water Reference: _____ Street Names: _____

Drawing No: _____ Ex.Maintenance Structure Number: _____

Detailed description of works: _____

Will you require isolation?

If yes – complete below:

If no – skip to **Application For**

Has Construction Management Plan been approved & attached?

Link to template - <https://www.gippswater.com.au/building-and-development/developing-land/developer-works-deeds-process/apply-developer-work-deeds/information-design-consultations-and-surveyors>

Has 10 days’ notice been given?

IF THE ABOVE HAS NOT BEEN ATTACHED, FORM WILL NOT BE PROCESSED

Application For: **(MUST INCLUDE ALL WORKS TAKING PLACE)**

Non-Entry Works Only

Confined Space Entry

Type of Works:

Maintenance Structure Alteration

Plug Insertion/Plug Removal

Inspection

CCTV

Works on or near Sewer Pump Station

Other (specify)

Must be included with application:

Five (5) working days’ notice given (for non-isolated Form 3S)

‘For Construction’ full set of sewer drawings.

Date of access – _____

Time of access – From: _____ To: _____

Contractor – Company & Site Contact Name: _____

Contact Number: _____ Email: _____

Consultant – Company & Site Contact Name: _____

Contact Number: _____ Email: _____

ALL CONTRACTORS MUST COMPLETE WITH THE CONDITIONS OUTLINED BELOW:

All parties entering Gippsland Water confined space/s must be familiar and carry out works in accordance with the Occupational Health & Safety Regulations 2017 (Part 3.4), AS2865-2009 Confined Spaces, WorkSafe Compliance Code 'Confined Spaces', Gippsland Water Confined Space Entry and Associated Works' Procedure and the most recent version of the Sewerage Code of Australia (MRWA Edition) and Gippsland Water's Supplement to the code.

All contractors working on Gippsland Water assets must have completed the Gippsland Water Contractor Environmental and Public Health & Corporate Occupational Health & Safety Online Induction via the link: https://online.gippswater.com.au/induction/?a=cHBzd2F0ZXluY29tLmF1fjV2bUm9iIE1lYWxsR4hb_S5oYWxsQGdp Upon request by Gippsland Water, evidence of a current online inductions must be shown.

If Gippsland Water assets are located within private property, the contractor must notify property owner/s three (3) days in advance and gain permission to access their property prior to the commencement of works. If no permission is given, no access should be made.

All safety equipment and machinery must be appropriately maintained, and a service history always kept with the equipment.

During inspection of, and works on Gippsland Water sewers and/or maintenance structures the pipelayer must:

- Check prior to entering any confined space that entry is safe via completion of a safety checklist (e.g. Job Safe Environmental Analysis, Confined Space Entry Permit).
- Wear and use correct safety gear (Personal Protective Equipment) and work in a responsible safe manner.
- Minimise disruption to affected customers and the general public.
- Reinstate all disturbed surfaces and return Gippsland Water assets to an operational state, leaving site clean and safe.
- Have obtained all appropriate permits from the relevant authorities for the works.

For further information see Land Development Manual via the link below:

<https://www.gippswater.com.au/building-and-development/developing-land/land-development-manual>

As a Gippsland Water accredited contractor, I understand that it is my responsibility to ensure that all parties engaged in entering/accessing Gippsland Water assets strictly comply with all regulatory and safety requirements.

Contractor Signature

Date

Consultant Signature

Date

Developer Works Reviewed

Date

Field Services Approved

Date