



CONCESSIONAIRE AND TENANT WORK AUTHORISATION - TERMINALS



Emergency (ACC) 9478 8500

Works Authorisation No. _____

Concessionaire/Tenant Contractor Details

NOTE: Concessionaire/Tenant must submit a 3WA Form to PAPL's Terminal Contractor Works Controller for authorisation of **ALL** works.

Email: workrequests@perthairport.com.au

Concessionaire/Tenant Name:		Phone:	
Contact Person:		email:	
Contractor Name:		Phone:	
Contractor Contact Person:		email:	
Date:		Planned Works Commencement Date:	
		Expected Works Duration:	

LOCATION OF WORKS: Terminal 1 Terminal 2 Terminal 3 Other Airport Estate
Tenant

Brief Description of Works:

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Important Notes:

For all Concessionaire and Tenant **construction activities (e.g. new build, fit-out, renovation or upgrade)**, in PAPL facilities – a **Project Facilitator (PF)** will be appointed by PAPL for the works, and an **OSH Works Planning Meeting** held between the PF and Principal Contractor (PC).

NOTE: Unless otherwise confirmed by Perth Airport all works except maintenance will require **Perth Airport Consent** and possible **Airport Building Controller Permits** prior to the **OSH Works Planning Meeting**.

All Concessionaire and Tenant **maintenance activities** within PAPL facilities, that include specified **High Risk Activities** – **require an assessment** by a designated PAPL HRA-Permit Issuer; to determine if **PAPL's HRA-Permitting** procedures are to be applied.

Please attach supporting documentation to assist Terminal Contractor Works Controller with authorisation	YES	NO	Works Require:	YES	NO
			Energy Isolation – Lock Out – Tag Out		
SWMS Attached			Involve the following High Risk Activities:		
Other (Please detail other documents supplied):			Excavation		
			Hot Works		
List of Services Impacted by proposed works checklist complete (SEE PAGE 2)			Confined Space Entry		
			Height Safety		
Further Comments:			Penetration		
			Demolition		
			Radiation Area Access		
			Fire System Isolation / Impairment		
			Airspace Penetration and Crane Operations		

If YES to any of the above:
Full discussion about how Energy Isolation and/or High Risk Activities are to be controlled, must be undertaken with a PAPL Representative at OSH planning Meeting.



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List of Services Impacted by proposed works:										
Fire Services:			Yes	No	Yes	No	Yes	No		
Sprinkler System					Hose Reels			Fire Blankets		
Fire Hydrant Booster System					Fire Extinguishers			Fire Stopping		
Fire Doors					Fire Indicator Panel and Interface			Vesda System		
Emergency and Exit Lighting					Smoke and Thermal Detectors					
EWIS System					Fire Dampers					
Electrical Services:			Yes	No	Yes	No	Yes	No		
General Power					Distribution and Switch Boards			Bore and Sewerage Pumps		
Lighting Power					Tenant Electrical Meters			Illuminated Signage		
High Voltage Systems					UPS System			Street/Carpark/Apron Lighting		
Water and Sewerage Systems:			Yes	No	Yes	No	Yes	No		
Septic System					Grates, Headwalls			Grease traps		
Storm water Drainage					Open Drains			Petrol/Oil Separators		
Sewerage System, Pits, Pipes, Valves										
HVAC and Mechanical Services:			Yes	No	Yes	No	Yes	No		
Air Con Ducting					Cooling Towers			Building Management System		
HVAC Controls					Smoke Control system			Shunt Trip Relay		
Chillers					Stairwell Pressurisation system			Pressure Vessels		
Central AHU Plant					Fan Coil Units			Computer room Air conditioning		
Chilled Water System										
Domestic Services:			Yes	No	Yes	No	Yes	No		
LPGas Mains					Kitchen Exhaust Systems			Escalators		
Natural Gas Mains					Lifts					
Security Systems:			Yes	No	Yes	No	Yes	No		
CCTV Systems					Security Access Systems and Cards			PAPL door locking and key systems		
Building Works:			Yes	No	Yes	No	Yes	No		
Structural Penetrations					Partitioning			Working on Roof		
Disabled Access					Carpet, Tiling and Floor Treatments			Asbestos removal		
Windows and Glazing					Vermin and Insect Treatments			General building/site Signage		
Building alterations					Floor/Wall Coring					
Water Mains:			Yes	No	Yes	No	Yes	No		
Pits and Pipes					Water Meters			Backflow Prevention		
Hydrants										



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External Works:		Yes	No			Yes	No			Yes	No
Landscaping				Roads				Road Access points			
Excavations				Footpaths				Road signage			
Telephone and Comms Services:		Yes	No			Yes	No			Yes	No
PABX System				Telephone Service providers equipment							
PAPL USE ONLY:											
Scope of work within Lease Agreement	YES	NO	Signature:				Date:				
Consent process required	YES	NO	Approved	YES	NO	NA	Conditions	YES	NO	NA	
OSH Planning Meeting											
Attendees											
Attachments											
Conditions / Notes:											
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<u>Consents approval given and conditions included in this authorisation</u> Yes / No								TCWC Signature:			
Works Authorisation:											
I have reviewed the proposed work activities, and confirm relevant documentation and permits required to complete the scope of work in line with PAPL procedures are complete subject to the conditions above.											
PAPL Works Authorisation Controller:		Name				Signature					
Date:						Time:					
Authorisation Commencement Date:						Authorisation End Date:					

Where there is **no High Risk Activities** (HRA) undertaken as part of the scope an extended approval may be granted by the PAPL Works Authorisation Controller with conditions placed on the authorisation.

Authorisation for REPETITIVE Non - High Risk Activity Maintenance Works:					
I, PAPL's Representative, have reviewed the proposed work activities, and confirm there is no High Risk Activities (HRA) required to complete the scope of work outlined in this document.					
		Name		Signature	
PAPL Works Authorisation Controller:					
Authorisation Commencement Date:				Authorisation End Date:	



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NOTE: A PAPL Representative may request to be shown a copy of this Authorisation whenever the contractor has cause to undertake repetitive / regular maintenance works for the concessionaire / tenant to which this authorisation pertains.

FAILURE to produce this authorisation may result in works being STOPPED.