

Request to work near Horizon Power overhead and underground electrical networks (work in the vicinity)

Please complete & send **Part A** of this application form or, if you have any questions regarding the information contained within the form please contact your local Horizon Power Regional office listed below:

Offices

West Pilbara

Stovehill Road
KARRATHA WA 6714

PO Box 817
Karratha WA 6714

Ph: (08) 9159 7250
karratha@horizonpower.com.au

East Pilbara

18 Anderson Street
PORT HEDLAND WA 6721

PO Box 314
Port Hedland WA 6721

Ph: (08) 9173 8282
porthedland@horizonpower.com.au

East Kimberley

Cnr of Messmate Way
and Victoria Hwy
KUNUNURRA WA 6743

PO Box 916
Kununurra WA 6743

Ph: (08) 9166 4700
kununurra@horizonpower.com.au

Gascoyne Mid West

Cnr Iles Road and
Robinson Street
CARNARVON WA 6701

PO Box 825
Carnarvon WA 6701

Ph: (08) 9941 6299
carnarvon@horizonpower.com.au

Goldfields Esperance

143 Sims Street
ESPERANCE WA 6450

PO Box 148
Esperance WA 6450

Ph: (08) 9072 3400
esperance@horizonpower.com.au

West Kimberley

Nila Janyba Broome Experience Centre
Shop 25 and 26 Paspaley Plaza, 8 Short Street
BROOME WA 6725

PO Box 345
Broome WA 6725

Ph: (08) 9192 9900
broome@horizonpower.com.au

Application details (Part A)

1. Complete the questions in Part A of the form and return to one of the offices listed.
2. Please attach a sketch and listing all street names and boundaries of the work area. This will assist in verification of voltages.
3. It is important to clearly define the location and address of the intended work.
4. The start and finish dates of work must be provided.

Horizon Power will use this information to provide you with the voltages, at which time you may be asked to complete a Part B of this Form and if necessary Horizon Power will provide a quotation for entering the danger zone, listing procedures, vicinity permit, isolating supply or covering conductors; and site supervision required.

For the avoidance of doubt, in undertaking any works, you will be required, amongst other things, to:

- comply with all laws, including maintaining required clearances Further guidance is available from <http://www.commerce.wa.gov.au/publications/guidelines-work-vicinity-overhead-power-lines> and <http://www.commerce.wa.gov.au/publications/code-practice-vegetation-worker-electrical-safety>; and
- indemnify and keep Horizon Power indemnified against all loss of or damage to any property whatsoever of Horizon Power or others and against loss or damage resulting from injury to any person and against all claims, costs charges, and expenses relating thereto arising out of or as a consequence of work detailed in this request.

Be aware that Horizon Power's overall process to provide covers or isolation normally takes between six to eight weeks, and this should be taken into account when proposing a start date for the works.

Work flow number _____

Request to work near Horizon Power electrical networks

Part A

Once you have completed Part A of this application form please send it to your local Horizon Power office listed above. If you have any questions regarding the information contained in this form, please contact your local Horizon Power office.

Part A: Please fill out the form below and:

- Send this form filled in for Horizon Power to advise line voltages at your site. You should allow at least two working days for Horizon Power's to advise of the line voltages.
- Attach a sketch listing all street names and boundaries of the work area. This will assist in verification of voltages.
- A site plan must be included with completed request form work flow number.

Horizon Power will contact you with details of the applicable voltages so your application can be progressed. You may need to complete further forms before work can be undertaken. Do not undertake the works until express permission has been given by Horizon Power.

Name of applicant (for tax invoice purposes)

Company or business name _____

ABN _____

Company contact person

Title: _____ Date of birth _____

Surname: _____ First name: _____

Lot number: _____ Street No: _____ Street Name: _____

Suburb/Town/City: _____ Postcode: _____

Phone: Home: _____ Work: _____ Mobile: _____

Email: _____

Postal address (for tax invoice purposes)

Lot number: _____ Street no: _____ Street name: _____

Suburb/Town/City: _____ Postcode: _____

Site address and work details

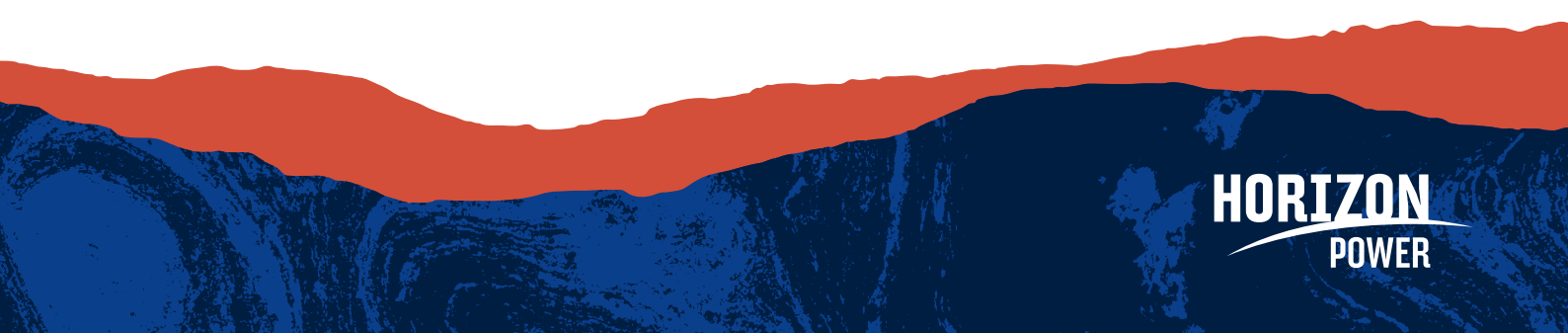
Lot number: _____ Street no: _____ Street name: _____

Suburb/Town/City: _____ Postcode: _____

Phone: Home: _____ Work: _____ Mobile: _____

Description of work to be carried out

Proposed start date of work _____ Proposed finish date of work _____



Work flow number _____

Request to work near Horizon Power overhead and underground electrical networks

Part B

The applicant is required to evaluate if work can be performed outside the danger zone and maintain "Safe Approach Distances" for the duration of the required work.

Voltage information provided by Horizon Power

Type O/H or UG	Conductor Bare or Insulated	Low Voltage <1000 Volts	High Voltage 1000 – 33000 Volts	Trans Voltage >33000 Volts	Ground Mounted Equip
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Instruction:

Applicant acceptance (please select the applicable option)

- OPTION 1:** All work required on the site can proceed outside the danger zone and the required clearances will be maintained for the duration stipulated
- OPTION 2:** It is necessary to enter the danger zone to proceed with the required work. Horizon Power required to provide a quotation for entering the danger zone.
- OPTION 3:** Excavation work is within the collapsible area. Shorting, bracing and support designs to be submitted to Horizon Power for approval.
- OPTION 4:** Removal/Relocation of electrical assets required.

I, _____ am authorised to represent

(Full name of applicant)

(Site owner or company)

and declare that all those to work on the site listed in Part A of the request to work near overhead or underground electrical networks will;

- 1:** Understand the danger zone and abide by 'Department of Consumer and Employment Protection' and 'Occupational Safety and Health' requirements, as well as any other relevant safety regulations and guidelines and applicant conditions.
- 2:** Keep signed copy of this form on site at all times while work is being done.
- 3:** Indemnify and keep Horizon Power indemnified against all loss of or damage to any property whatsoever of Horizon Power or others and against loss or damage resulting from injury to any person and against all claims, costs charges, and expenses relating thereto arising out of or as a consequence of work detailed in this request.
- 4:** Valid only for the dates shown on this request. For an extension use Part C of application.

Prior to commencing the work, all persons of the work team must sight this request and a copy kept on-site while the work is being carried out. A contractor safety observer is recommended at all times when approaching danger zone of overhead and underground electrical networks.

Signature: _____ Date: _____

Work flow DQM number _____

Request for extension of work finish date

Part C

The applicant is required to submit a copy of this form to Horizon Power Customer Service to extend the work finish date of a request to work near overhead or underground electrical networks that has been previously processed.

Confirmation of site details

Lot number: _____ Street No: _____ Street name: _____

Suburb/Town/City: _____ Postcode: _____

Phone: Home: _____ Work: _____ Mobile: _____

Fax: _____

Start date of work _____ Finish Date of Work _____

Extended work finish date

New work finish date _____

Applicant acceptance of extended work finish date

I, _____ am authorised to represent

(Full name of applicant)

(Site owner or company)

and declare that all those to work on the site listed in Part A of the request to work near overhead or underground electrical networks will;

- 1:** Understand the danger zone and abide by 'Department of Consumer and Employment Protection' and 'Occupational Safety and Health' requirements, as well as any other relevant safety regulations and guidelines and applicant conditions.
- 2:** Keep signed copy of this form on site at all times while work is being done.
- 3:** Indemnify and keep Horizon Power indemnified against all loss of or damage to any property whatsoever of Horizon Power or others and against loss or damage resulting from injury to any person and against all claims, costs charges, and expenses relating thereto arising out of or as a consequence of work detailed in this request.
- 4:** Valid only for the dates shown on this request. For an extension use Part C of application.

Prior to commencing the work, all persons of the work team must sight this request and a copy kept on-site while the work is being carried out. A contractor safety observer is recommended at all times when approaching danger zone of overhead and underground electrical networks.

Signature: _____ Date: _____