



**PORT WORKS APPLICATION
CRANE / HEAVY LOAD**

THIS IS AN APPLICATION TO OBTAIN PERMISSION FROM THE PORT OF PORTLAND TO CONDUCT WORKS AND DOES NOT REMOVE THE REQUIREMENT FOR PORT USERS TO COMPLETE THEIR OWN SAFE SYSTEMS OF WORK, INCLUDING PERMITS WHERE REQUIRED.

An Application must be obtained for all crane operations where maximum outrigger, track or wheel loads exceed legal highway loads, for all works close to power lines, when using man cages, when exceeding 85% of the rated maximum loads, for works over occupied buildings, for works from berths or jetties and adjacent to a sheet piling edge and multiple crane lifts.

Company / Vessel Name	
Name of Operator(s)	
Nominated Responsible Person	
Emergency contact number	

Location of Works	
Description of Works	
Crane size	Weight to be lifted

Precautions	A licensed & competent operator must complete a lift plan that has taken into account the crane's specifications, outrigger loads, soil bearing pressure, and any other computations required to ensure the lift is safe and there will be no environmental incidences or damage to property The crane company must be a party to the Port of Portland Pty Ltd 'Port Users Operating Licence' or the 'Contractor Operating Agreement'.
Safe System of Work	Is a safe system of work in place (i.e. JSEA, Risk Assessment etc)? Yes <input type="checkbox"/> No <input type="checkbox"/> → JSEA to be completed
Controls	All operators associated with the lift are licensed & competent to carry out the work. Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
	Have port users which may be affected been notified? Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
	Has the area been restricted to essential personnel Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
	Safety signs Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
	Have overhead obstructions been removed / isolated Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
	Isolation of services (electrical, mechanical) Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
	Ground stability checked Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
Plan	Has the Port Engineer verified that crane activities will not damage berths Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
	Sketch position and maximum loads on the berth expected from crane operation:

THIS APPLICATION IS ISSUED SUBJECT TO THE FOLLOWING CONDITIONS

- Applications are issued on the day of work activities and are valid for the duration of the task.
- The Application shall be in the possession of the operator before work is commenced and must be retained in their possession throughout the operation and be produced on demand to any authorised Officer of the Port of Portland.
- A valid Application covers only the work stated thereon and a further Application must be obtained before any additional work is commenced.
- For work aboard ships this Application is issued subject to current / state regulations.

ACKNOWLEDGEMENT

I acknowledge that it is my responsibility to ensure that all persons engaged in this work, whether employed directly or on sub contract are suitably qualified and execute their duties in a safe manner in accordance with the requirements of this Application.

Required From	DATE:	/	/	TIME:	24 Hr clock
Required to	DATE:	/	/	TIME:	24 Hr clock
Name					
Signature		Contact number			
POPL Issuing Officer		Contact number			
Signature		Date of Issue			

This Application must be completed and signed prior to any work activities and retained until the completion of the works.

SITE EMERGENCY PHONE NUMBER: 5525 0900