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| **TXXXX**  **T - Code** | | **Project Name / Phase Name**  **NIR Project Name** | | | | | **1\***  **NIR Phase** |
| **SECTION A: Third Party Works: Major Work / Programme Phase Request**  Complete blue boxes of Section A and send to [thirdpartyworks@translink.co.uk](mailto:thirdpartyworks@translink.co.uk) | | | | | | | |
| **Role** | | | **Contact Name** | **Organisation** | **Address / Email Address** | **Contact Number** | |
| **You** |  | |  |  |  |  | |
| **Main Client (CDM)** | | |  |  |  |  | |
| **Principal Designer** | | |  |  |  |  | |
| **Principal Contractor** | | |  |  |  |  | |
| **Person In Charge (Site)** | | |  |  |  |  | |
| **Others:** | | |  |  |  |  | |
| **Nature of Work, Location and Proposed Start Date & Timescale:** *(Append Drawings and RAMs)*  *Elements Near or Affecting the Railway:*  *Railway Risk Mitigation Details:*  *Type of Railway Safe system proposed (Safest Night T3 Possession, T2, Highest Risk Day time Red Zone)*  *Railway Experience & Competency: (Do your staff have PTS or require a TVP)*  *Proposed Programme: (Please attach)* | | | | | | | |

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| **SECTION B: Third Party Billing Details & Estimated Cost for the above phase or Major Work**  Estimate provided by TPW Engineer when details and arrangements are confirmed | | | |
| **Name and address of Company to be invoiced:**  *Enter text here* | | | |
| **Purchase Order No:** |  | **Signed:** |  |
| **Cost Estimate** | ***£*** ***+ VAT*** | **Dated:** |  |
| **NB: No works will be planned by NIR until an order no. is submitted with billing details and signed agreement (by person with said authority)** to pay for NIR costs incurred for safety staff and to mitigate the risks as a result of these proposals as per TPW Procedure / Agreement | | | |

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| **SECTION C: Third Party Works Review & Permission to Proceed Permit**  Subject to completion of Section D: TPW Pre-Start Checklist |

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| **Third Party Works Engineer** | **Signed** | **Date** | **TPW Permission to Proceed** | |
| **Yes** | **No** |
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| **Cost Review: Actual Costs following completion of the works (where applicable)** | **£ +VAT** |

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| **TXXXX**  **T - Code** | **Project Name / Phase Name**  **NIR Project Name** | | | | | **1\***  **NIR Phase** | |
| **SECTION D: Third Party Works: Pre-start Checklist**  To be completed by Third Party Works Team (Delete as appropriate) | | | | | | | |
| **Considerations:** | | **1** | **2** | **3** | **4** | **No / NA** | |
| **Change Management Check** | | **Routine**  (No further Action) | **Non-Routine & Not Significant** | **Non-Routine & Significant** | **Consultation for 2 or 3 Accepted?** |  | |
| **Desktop Assets Review - Consult with Departments** | | Major Consult & agreement  GIS Asset Map | Minor Consult & agreement  GIS Asset Map | State Departments to Consult | Lands & Legals  Y / N/A | | N/A |
| **Insurance RA & Cover Provided or OCIP** | | RA  £100m PL / PI | OCIP  £100m PL | Minor works N/A | Cover Letter Provided Y/N | | N/A |
| **Lands & Legals** | | Land Check / Agreement | Maintenance Agreement | TPW Agreement | Complete  Y/N | | N/A |
| **Access to track or Adjacent (PTS / TVP)** | | RRV Access Arrangements  Third Party / NIR | Yes PTS & PPE | Yes TVP (No.) & PPE | Adjacent Works No PTS/ TVP, PPE required and NO access to track | | No Access to Track |
| **Safe System of Work** | | T3 WON – Staff by  Third Party / NIR | T2 – Staff by  Third Party / NIR | Redzone – Staff by  Third Party / NIR | Minor Adjacent works - Emergency Protocol | | N/A |
| **Technical Assurance** | | Permanent or Temporary Works  Crane, Piling or Scaffold | UTX Procedure | Track / Slope Monitoring | Temporary Speed Restriction | | N/A |
| **S&T Protection** | | S&T Records, Survey & Mark-up | S&T Trail Hole, Diversion or Protection | Signal Sighting Check | Flood Lights / Glare Check | | N/A |
| **Trees & Vegetation Management** | | Dangerous Trees | Tree Felling by Third Party / NIR | Group Of Trees at Risk Y / N | Invasive Species | | N/A |
| **H&S RAMS Review** | | Escalate review & Comments addressed | First Aid Provision Included | Emergency Plan Included (Railway) | Acceptable | | Not Acceptable Comments |
| **Site Assurance Considerations** | | Slew Restrictor Witness | Working Platform / Base Inspection | Scaffolding Cert | Earthworks Witness / Review | | Safe Hand back |
| **TPW Notes / Comments**  **(Site Specific Checks)** | | Email links to TPW Webpage, Safety Hub or attach Translink Documents relevant to works proposals  Appointment of Site Manager & PIC Roles  Pre / Post works photographic record arrangements | | | | | |