



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 Centre listed below:

Regional Centre	Address	Phone	Fax	Email
Karratha	Stovehill Rd, KARRATHA WA 6714	(08) 9159 7250	(08) 9159 7288	karratha@horizonpower.com.au
Port Hedland	Anderson Street, PORT HEDLAND WA 6721	(08) 9173 8282	(08) 9173 2339	porthedland@horizonpower.com.au
Kununurra	Messmate Way, KUNUNURRA WA 6743	(08) 9166 4700	(08) 9166 4720	kununurra@horizonpower.com.au
Carnarvon	Corner Iles Road and Robinson Street, CARNARVON WA 6701	(08) 9941 6299	(08) 9941 6201	carnarvon@horizonpower.com.au
Esperance	143 Sims Street, ESPERANCE WA 6450	(08) 9072 3400	(08) 9072 3401	esperance@horizonpower.com.au
Broome	Lot 1050 McDaniel Road, BROOME WA 6725	(08) 9192 9900	(08) 9192 9901	broome@horizonpower.com.au

Application Details (Part A)

1. Complete the questions in Part A of the form and return to one of the Regional Centres 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 Regional Centre listed above. If you have any questions regarding the information contained in this form, please contact your local Horizon Power Regional Centre.

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	_____	First Name	_____
Surname	_____	Date of Birth	____ / ____ / ____
Lot Number	_____	Street Number	_____
Street	_____		
Suburb or Town	_____	Post Code	_____
Telephone	_____	Work	_____
Fax	_____	Mobile	_____

Postal Address (For Tax Invoice Purposes)

Lot Number	_____	Street Number	_____
Street	_____		
Suburb or Town	_____	Post Code	_____

Site Address and Work Details

Lot Number	_____	Street Number	_____
Street	_____		
Suburb or Town	_____	Post Code	_____
Telephone	_____	Work	_____
Fax	_____	Mobile	_____

Description of Work to be Carried Out

Proposed start date of Work

Proposed finish date of Work

PO Box 1066, Bentley DC WA 6983

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 or DQM Number _____

PO Box 1066, Bentley DC WA 6983

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.

Work Flow or DQM Number _____

Confirmation of Site Details

Lot Number	_____	Street Number	_____
Street	_____		
Suburb or Town	_____	Post Code	_____
Telephone	_____	Work	_____
Fax	_____	Mobile	_____
Start Date of Work	_____	Finish Date of Work	_____

Extended Work Finish Date

New Work Finish Date _____

If there is any doubt about the site conditions provided, please contact Horizon Power Customer Service.

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 ____ / ____ / ____