

## APPLICATION FOR PERMIT FOR OVERSIZE VEHICLES/ PLANT/ EQUIPMENT

The Port Notices regulate all activities in areas under the control of Port of Townsville Limited. Please refer to the section within the Port Notices relating to this application on the Port of Townsville website [www.townsville-port.com.au](http://www.townsville-port.com.au)

This Permit Application is applicable to all oversize vehicles/plant/loads using Port of Townsville Limited ("POTL") Roads. This Permit Application must be filled in accurately and legibly. **Failure to do so will result in your application being returned to you as "INCOMPLETE".**

Please email to the Duty Officer [Operations & Logistics] at [dofficer@townsville-port.com.au](mailto:dofficer@townsville-port.com.au). This Permit Application is not complete or approved until it has been received and approved by Port of Townsville Ltd.

### Section 1. Applicant Details

<b>Applicant Name:</b> _____	<b>Application Organisation:</b> _____
<b>Telephone:</b> _____	<b>Mobile:</b> _____
<b>Email:</b> _____	_____

### Section 2. Load Dimensions

<b>Width</b> (exceeding 3.5m): _____ <b>m</b>	<b>Height</b> (exceeding 4.6m): _____ <b>m</b>
<b>Length</b> (exceeding 23m): _____ <b>m</b>	<b>Overhang</b> (exceeding 1.5m): _____ <b>m</b>
<b>Oversize Classification</b> (refer to <b>Attachment A</b> ): <input type="checkbox"/> W-1 <input type="checkbox"/> W-2 <input type="checkbox"/> W-3	

**NOTE:** Where the proposed journey is wholly on POTL controlled roads and applicant considers that oversize classifications are not appropriate then applicant is to submit a risk assessment with this application for POTL consideration.

### Section 3. Route

<b>Annual Permit Required?*</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Start Date:</b> _____	<b>Start Time:</b> _____ am/pm
<b>Finish Date:</b> _____	<b>Finish Time:</b> _____ am/pm

**Does the Benwell Road Oversize Gate need to be opened?** ☐ Yes ☐ No

**Does your load comply with Transport Operations Road Use Management– Mass, Dimensions and Loading?** ☐ Yes ☐ No - Refer to Manager Engineering (07 4781 1500)

Roads to be travelled within the Port must be marked on the **attached** POTL Drawing No S1664 and submitted with this Permit Application (refer to **Attachment B**). Please note that without this route mark up the application will not be approved.

Note: No deviation from the routes outlined in **Attachment B** is permissible under this Permit Application. Applicants are also required to adhere to the height and width limited outlined in **Attachment B**. A separate Permit Application including a detailed outline of the route to be travelled and risk assessment must be submitted for the Port's approval for any vehicle/load movement on roads other than those outlined in **Attachment B** and/or vehicle/load movements that are unable to comply with the height and width limited outlined in **Attachment B**.

If there are to be multiple loads please provide a schedule of load movements with likely dates and times.

*\* Annual Permit holders please note three (3) hours' notice to the Duty Officer Marine Services (07 4781 1684) is required for the oversized gates to be opened. This is a mandatory requirement and failure to notify may result in a delay in your entry/exit to/from the port.*

### Section 3. Declaration by Applicant

I, \_\_\_\_\_, declare that the above particulars are correct and understand and agree with the terms and conditions.

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

The following terms and conditions apply to this Permit Application:

1. This Permit Application is only applicable for oversized vehicles/loads travelling on POTL's roads as illustrated in **Attachment B**.
2. The Applicant must comply with the conditions contained in **Attachment A** during transportation of oversized vehicles/loads.
3. This Permit Application is only valid for the movement details described and approved in this Permit Application. A separate Permit Application (including a detailed Risk Assessment) must be submitted for POTL's approval for any oversized vehicle/load movement not approved by this Permit Application.
4. The movement details of the transportation of the oversized vehicle/load must be assessed by POTL and clearance confirmation given for each particular load before transportation can commence.
5. The Permit Application is only valid for the period of time specified in this Permit Application.
6. The Applicant must retain this Permit Application within the vehicle whilst the transportation of the oversize vehicle/load is being undertaken.
7. This Permit Application must be submitted with the Pilot/Escort Vehicle Policy and Procedure (**Attachment C**).
8. This Permit Application will be void if the Applicant fails to comply with the requirements of these terms and conditions. Furthermore, failure to comply with the terms and conditions of this Permit Application may result in penalties pursuant to 4.12 - Port Approvals - of POTL's Port Notices (located at <http://www.townsville-port.com.au/about-the-port/about/port-notices>).
9. The Applicant agrees to indemnify and keep indemnified POTL and all persons claiming under POTL from and against all costs, expenses, claims, actions, judgements and/or damages which POTL may sustain, incur or become liable for in respect of any loss, damage or injury caused in connection with the Applicant's oversized vehicle/load travelling on POTL's roads.
10. Where an escort is required the escort is to be operational at the start point of the journey within Port of Townsville. Similarly, the escort is to remain with the wide load until the end point of the journey within Port of Townsville.

**Remarks/Conditions of Issue:** \_\_\_\_\_

**Special Conditions:** \_\_\_\_\_

### OFFICE USE ONLY

Has a Port User Notification been sent? ☐ Yes ☐ No

**Approving Officer:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

## ATTACHMENT A – Oversize Classification and Conditions



### W-1

Vehicles which exceed 3.5m and up to 4.5m wide, 4.6m height or 23m in length require:

- one pilot vehicle
- yellow flashing lights
- signs that say 'OVERSIZE LOAD AHEAD'



### W-2

Vehicles which exceed 4.5m and up to 5.5m wide require:

- two escort vehicles - one in front, one behind
- yellow flashing lights
- yellow/white wig-wag lights
- signs that say 'OVERSIZE LOAD AHEAD'



### W-3

Vehicles which exceed 5.5m wide or vehicles operating in critical areas require:

- more than two escort vehicles or a combination of escort and police vehicles
- escort vehicles that have yellow flashing lights and yellow/white wig-wag lights
- signs that say 'OVERSIZE LOAD AHEAD'

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**FOR INFORMATION ONLY**

NOTE 1: TYPE 2 ACCESS TO HUBIE TAYLOR PLACE ONLY FROM TBS&H ARCHER STREET EXIT.  
20150224, TBSH TRIAL - HUBIE TAYLOR - APPLICATION  
TYPE 1 ACCESS ONLY FROM ARCHER STREET

NOTE 2: TYPE 1 ACCESS ALLOWED BY PERMIT ON ARCHER STREET WEST OF HUBERT STREET  
(ON LENNON DRIVE AROUND TO BERTH 10)

NOTE 3: ACCESS FOR TYPES OF VEHICLES IS DEPENDENT ON TRAFFIC FLOW, ENTRY, AND  
MANAGEMENT SYSTEMS.

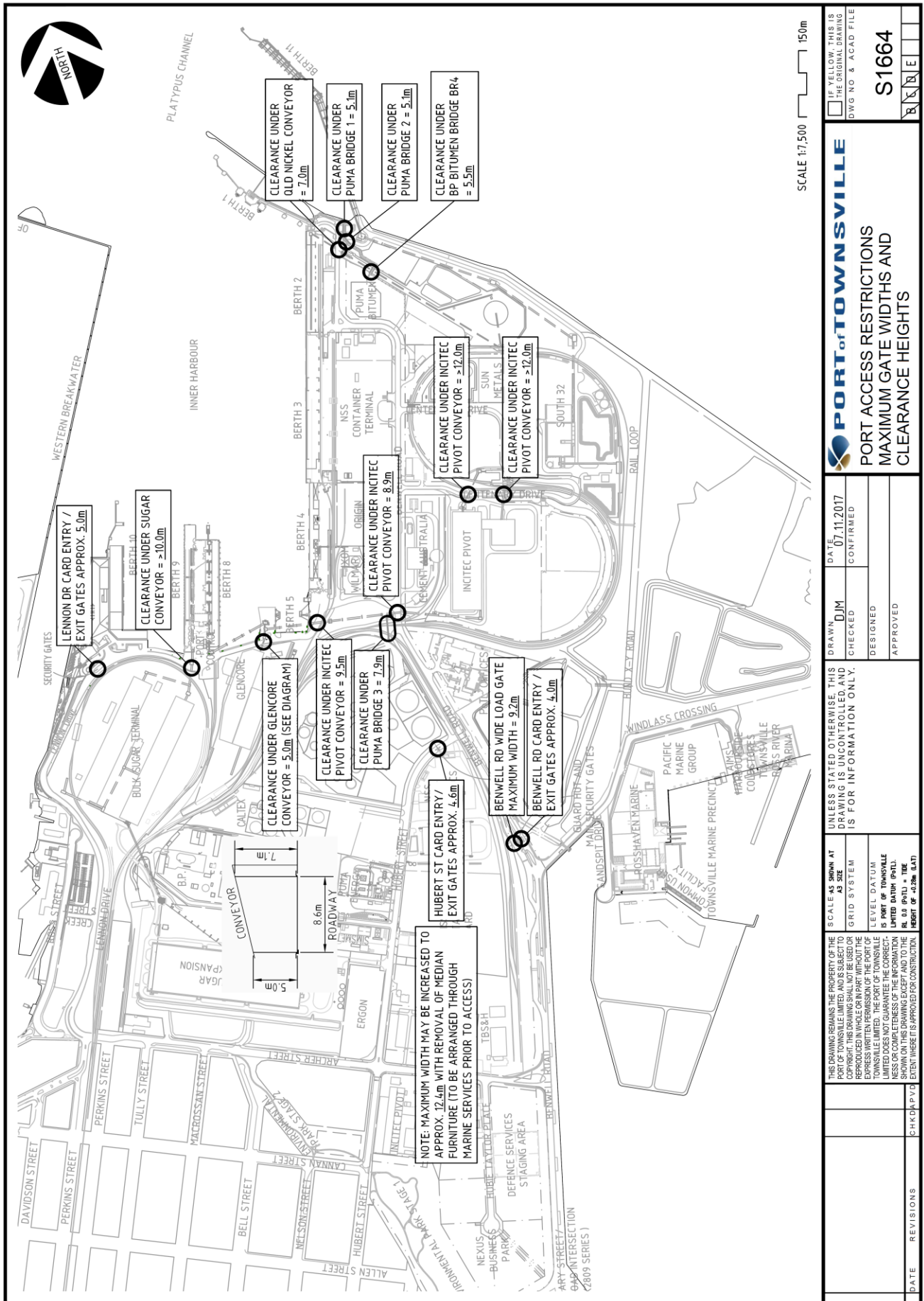
NOTE 1: TYPE 2 ACCESS TO HUBIE TAYLOR PLACE ONLY FROM TBS&H ARCHER STREET EXIT.  
5050224 TBSH TRIAL - HUBIE TAYLOR - APPLICATION  
TYPE 1 ACCESS ONLY FOR ARCHER STREET.

NOTE 2: TYPE 1 ACCESS ALLOWED BY PERMIT ON ARCHER STREET WEST OF HUBERT STREET  
(ON TO LENNON DRIVE AROUND TO BERTH 10)

NOTE 3: ACCESS FOR TYPES OF VEHICLES IS DEPENDENT ON TRAFFIC FLOW, ENTRY, AND  
MANAGEMENT SYSTEMS.

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B 5-02-2019 C 5-02-2019 LINE CHANGED TO BLUE NOTE 3 ADDED	CHK/APP/REV DATE REVISIONS						

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SCALE 1:7,500 150m

<p>IF YELLOW THIS IS THE ORIGINAL DRAWING DWG NO &amp; ACAD FILE</p>		<p><b>PORT of TOWNSVILLE</b></p>		<p><b>S1664</b></p>	
<p>UNLESS STATED OTHERWISE, THIS DRAWING IS FOR INFORMATION ONLY.</p>		<p><b>PORT ACCESS RESTRICTIONS MAXIMUM GATE WIDTHS AND CLEARANCE HEIGHTS</b></p>		<p>DATE 07.11.2017</p>	
<p>THE DRAWING REMAINS THE PROPERTY OF THE PORT OF TOWNSVILLE LIMITED. IT IS NOT TO BE REPRODUCED IN WHOLE OR IN PART WITHOUT THE EXPRESS WRITTEN PERMISSION OF THE PORT OF TOWNSVILLE LIMITED. THE PORT OF TOWNSVILLE LIMITED IS NOT RESPONSIBLE FOR ANY LOSS OR DAMAGE TO ANY PERSON OR PROPERTY ARISING FROM THE USE OF THIS DRAWING EXCEPT AND TO THE EXTENT THERE IS APPROVED FOR CONSTRUCTION.</p>		<p>SCALE AS SHOWN AT AS SHOWN</p>		<p>GRID SYSTEM</p>	
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<p>CH K D A P V D</p>		<p>UNLESS STATED OTHERWISE, THIS DRAWING IS FOR INFORMATION ONLY.</p>		<p>IS PORT OF TOWNSVILLE LIMITED DATUM (POTL)</p>	
<p>DATE</p>		<p>REVISIONS</p>		<p>RL 0.0 (POTL) = TIDE</p>	
<p>CH K D A P V D</p>		<p>UNLESS STATED OTHERWISE, THIS DRAWING IS FOR INFORMATION ONLY.</p>		<p>HEIGHT OF +0.20m (LAT)</p>	

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# ATTACHMENT C - Pilot / Escort Vehicle Policy and Procedure

## 1. INTRODUCTION

This document specifies the requirements for a vehicle being used as pilot or escort vehicle and outlines the responsibilities of Nominated Persons (pilots/escorts) accompanying Oversize vehicle/plant/equipment ("OVPE") travelling on Port roads under an Oversize vehicle/plant/equipment permit.

While it is not possible to provide instructions to cover every type of situation, compliance with the intent of the requirements in this document should ensure the safe movement of vehicles operating under a permit in any situation.

## 2. APPLICATION

- 2.1 This procedure applies to a person who is performing a pilot/escort operation and is a Nominated person, listed on Port of Townsville Limited ("POTL") register, in accordance with this procedure.
- 2.2 Where the person mentioned in one (1) above is performing a pilot/escort operation in a vehicle that is fitted with amber rotating roof lights.

## 3. PILOT / ESCORT ROLES AND RESPONSIBILITIES

### 3.1 Roles

- (a) To preserve road safety and to direct pedestrians or traffic to facilitate the safe movement of OVPE in order to minimise inconvenience to other motorists and to ensure that no damage is caused to property.
- (b) Ensure the OVPE operating under any permit and requiring a pilot/escort vehicle is operated in accordance with the conditions of the permit.
- (c) Provide a visual advance warning by means of signs or warning lights to other road users of the approach of an OVPE using the road.
- (d) Assess and inform OVPE driver of potential hazards.
- (e) Provide rear and side vision when required due to load width or length.

### 3.2 Responsibilities

- (a) A person conducting a pilot/escort operation must inform themselves of the dimensions, driver requirements and vehicle/plant/equipment operational requirements including permit conditions, prior to the movement of the oversize vehicle/plant/equipment.
- (b) A pilot/escort operator must not accompany an OVPE except where the vehicle/plant/equipment is permitted to move by virtue of a permit.
- (c) Where a pilot/escort operation requires more than one (1) pilot/escort vehicle, the lead pilot/escort has final control of the safe movement of the OVPE being accompanied.

## 4. DRIVING A PILOT / ESCORT VEHICLE

- 4.1 The driver of a vehicle to which this procedure applies must not operate as a pilot/escort unless the person is a Nominated person listed on the Queensland Department of Transport and Main Roads Pilot/Escort register.
- 4.2 The person does not hold a probationary license.
- 4.3 The driver of a pilot/escort vehicle must operate in accordance with permit conditions.

## 5. CHECKS PRIOR TO MOVEMENT

Prior to commencing travel the Pilot/Escort must check the following:-

### 5.1 The Permit

- (a) Dates are correct
- (b) Dimensions are correct
- (c) Route to be taken and all parties know the route including any special conditions or requirements (e.g. travel down centre line of road at certain points)

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- (d) Conditions imposed for the operation as specified (e.g. Traffic Management Plan)
- (e) Starting time of move as planned and agreed between parties involved in the movement

## **5.2 Oversize Vehicle - Pilot / Escort Vehicle**

- (a) Signs, warning lights are in accordance with permit requirement.
- (b) Load is secured in accordance with permit.

## **5.3 Driver's License**

- (a) Motor vehicle driver's licence of the pilot/escort and drivers of the oversize load are correct and current.

## **5.4 The Route**

- (a) Before an OVPE is driven along any route, the person performing the pilot/escort operation must ensure the driver and/or operator of the OVPE have satisfied themselves that the route has been assessed and the oversize load can be driven along it without issue.
- (b) A vehicle must not be driven along a route if to do so would be likely to cause:-
  - (i) Disruption to telecommunications, electricity, rail, gas, water or sewerage;
  - (ii) Damage to a road structure, rail crossing or traffic signs.
- (c) The Pilot/Escort must check the nominated route is trafficable and will not be affected by things such as road closures or road works.
- (d) The driver of any Pilot/Escort vehicle cannot authorise themselves or anyone else to disobey any traffic regulation.

## **6. CONTROLLING TRAFFIC OR PEDESTRIANS**

Duties of Pilot / Escort Vehicle Driver include:-

- 6.1 Driver of a Pilot/Escort vehicle is permitted to perform traffic management control only when accompanying an OVPE.
- 6.2 Driver of a Pilot/Escort vehicle performing traffic control is limited to using hand signals or hand gestures, or oral direction to direct drivers, riders or pedestrians.

## **7. REQUIREMENTS FOR PILOT/ESCORT VEHICLE**

- 7.1 Pilot/Escort vehicle must have a warning light.
- 7.2 Pilot/Escort vehicle must have a warning light that emits a rotating, flashing yellow coloured light.
- 7.3 Warning light must be clearly visible at a distance of 500m in all directions.
- 7.4 Warning light must not be a strobe light.
- 7.5 Pilot/Escort vehicle low beam headlights must be switched on when it is accompanying and OVPE in the daytime.
- 7.6 Signs oversize and load ahead must be on front and rear of signage on the roof of the Pilot/Escort vehicle.
- 7.7 The warning sign must be at least 1200mm long and 600mm high.
- 7.8 Pilot / Escort vehicle must not tow a trailer or any another vehicle or carry a load.

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## 8. DICTIONARY

- Nominated person:** means person registered on POTL register.
- Pilot/Escort Operation:** includes any operation where a Pilot/Escort vehicle accompanies an oversize vehicle/plant/equipment in accordance with the permit.
- Pilot/Escort Vehicle:** means a motor vehicle being used to warn others other road users of the presence of an oversize vehicle/plant/equipment.
- Hand Gestures:** means a direction given by an authorise person to direct traffic or pedestrians and is not a hand signal.
- Lead Pilot/Escort Vehicle:** means where there is more than one (1) Pilot/Escort vehicles required, the driver of the forward Pilot/Escort vehicle is classified as the lead Pilot/Escort.
- Oversize:** Oversize vehicles are unusually wide, high, or long - or a combination of these attributes. Because of their dimensions, oversize vehicles can create a hazard for unwary motorists. To avoid this problem, the Port requires safety measures for oversize vehicles. These safety measures include the addition of one or more 'pilot' or 'escort' vehicles.

**Driver's Licence Number:** \_\_\_\_\_

**Licence Type:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Company Name:** \_\_\_\_\_

**Mobile Phone Number:** \_\_\_\_\_

**Company Phone Number:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

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