

# SAFETY ASSESSMENT FOR TENANT AIRSIDE WORKS & MAINTENANCE

**FORM MUST BE COMPLETED BY THE TENANT OR SUB-TENANT (NOT THE CONTRACTOR) and email to [aviation@jandakotairport.com.au](mailto:aviation@jandakotairport.com.au)**

**Please note:** It is the Applicant's responsibility to liaise with the Development Approvals Manager to obtain any permits / exemptions prior to submitting this application. Full details regarding Development Approvals can be found here: <http://www.jandakotairport.com.au/development/building-approvals.html>. The Applicant is responsible for ensuring due diligence when engaging contractors. This includes, but is not limited to, confirming they are qualified / licenced, their insurances are current and that they are inducted to your site requirements.

The purpose of this application is to allow JAH to assess works and contractors for **aviation safety impact** and issue conditions of approval. JAH conditions may include, but are not limited to:

- escorting of contractors to and from site,
- an airside works induction,
- the determination/set up of an exclusion zone (aircraft, vehicle, and personnel)
- the requirement for a JAH Aerodrome Reporting Officer to be in attendance during works (*at the applicant's cost*),
- post works foreign object debris inspection.
- if hot works are required, the following documents must be obtained from the contractor and provided to JAH prior to works:
  - WHS SWMS or JSA
  - Insurance documentation

**NOTE:** If the tenant has the appropriate documentation this can be provided in lieu of the contractors documentation

APPLICANT DETAILS			
Company Name:			
Contact Name:		Mobile:	
Contact Email:			
Works Location / Site Address:			
<input type="checkbox"/>	I confirm I have read and understood the <a href="#">Development Approvals</a> process and have liaised with the JAH Development Approvals Manager to arrange permits / exemptions as required.		
Have you been advised that a development approval will be required? (TICK ONE) YES <input type="checkbox"/> NO <input type="checkbox"/>			
WORKS DETAIL			
Anticipated Start Date:		Anticipated End Date:	
Anticipated Start Time:		Anticipated End Time:	
Detailed description of works:			
Will hot works be undertaken to complete these works?	CUTTING <input type="checkbox"/> GRINDING <input type="checkbox"/> WELDING <input type="checkbox"/> SOLDERING <input type="checkbox"/> OTHER: _____		

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Vehicles/mobile plant required on site:			
Any other information			
<i>If any information held in this form changes, JAH must be notified <b>immediately</b> via <a href="mailto:aviation@jandakotairport.com.au">aviation@jandakotairport.com.au</a></i>			
<b>CONTRACTOR DETAILS (if applicable)</b>			
Company Name:			
Contact Name:		Mobile:	
Contact Email:			
<p><i>Please note:</i></p> <ul style="list-style-type: none"> <li><i>If the conditions state that NIL JAH Aerodrome Reporting Officer is required on site during works; JAH will require that contractors to be supervised <b>at all times</b> by applicant.</i> <ul style="list-style-type: none"> <li><i>If a contractor is found unsupervised, JAH will make area safe and remove contractor from site at the Applicant's cost.</i></li> </ul> </li> <li><i>In the event of an aviation emergency, contractors/workers may be escorted off site <b>or</b> may be required to stop work and stay within exclusion zone until JAH staff are available to escort off site. JAH will not be responsible for costs incurred by the Applicant.</i></li> <li><i>Conditions will include the requirement for a post-works inspection by a JAH Aerodrome Reporting Officer. If it is determined that further clean-up is required, it may be at the Applicant's cost.</i></li> <li><i>JAH reserves the right to stop works at any time to preserve aviation safety.</i></li> <li><i>A development approval and authorisation to proceed with airside works are separate approvals</i></li> <li><i>If a development approval is required, once this is issued, the tenant must submit a new Airside Works Safety Application Form.Docx to capture any changes and new works date.</i></li> </ul>			

Please email completed form to [aviation@jandakotairport.com.au](mailto:aviation@jandakotairport.com.au). Kindly allow at least 48hrs (two working days) for processing.