

Third Party Works

Minor Activities in the Rail Corridor

UGL Regional Linx (**UGLRL**) manages the Country Regional Network (**CRN**) on behalf of Transport for NSW (**TfNSW**).

Third parties are required to apply for a Transport Asset Holding Entity (**TAHE**) CRN Property Licence for Minor Activities to gain access to the CRN.

A minor activities licence can only be granted if there are no improvements to the proposed Licensed Area. A minor activity for example could be a survey or geotechnical investigations.

An application is to be made by contacting UGLRL on thirdpartyworks@uglregionallinx.com.au. A link to the application process will be sent and the information detailed below should be attached.

Please note that this list is not exhaustive, and potentially other information may be required upon review of your application.

All work must comply with Australian and CRN Standards, which can be found at www.uglregionallinx.com.au.

All applications incur an application fee as determined by TfNSW. Fees vary depending on the type of access required. We will discuss with you the applicable fee when you make your application.

Please allow 8-14 weeks for the Minor Activity application. This will depend on the receipt of all required information.

The application must contain the following information:

1. A clear map identifying the location of the activity and the relationship of the activity to the railway corridor;
2. Description of the activity and methodology;
3. Timeline of the proposed activity with any key milestones;
4. Who will be undertaking the activity;
5. Detail of who is funding the activity;
6. If breaking the ground, a recent Before You Dig Australia (**BYDA**);
7. If breaking the ground, a third party request for location of signalling services form;
8. Safe Work Method Statement (SWMS) for each proposed activity which also outlines the risks and controls in regards to working within the rail corridor;
9. Dilapidation report (this will be required to be provided once the application has been submitted and all assets have been provided);
10. If any vehicles or equipment will be within the rail corridor plant inspections are to be completed by the UGLRL Plant team, please advise number and type of vehicles and/or equipment;
11. If the line is operational, a protection officer must be nominated and their competency requirements provided as below:
 - a. A copy of their Rail Industry Works (**RIW**) Card, a printout from RIW of their competency and proof of UGLRL third party contractor inductions

- completed;
- b. A copy of their RIW Card, a printout from Rail Industry Worker (MTA) of their competency and proof of UGL third party contractor induction.
 - c. A worksite protection plan (WPP) is to be provided by the protection officer to be reviewed by the UGLRL Safeworking Business Partner.
 12. Anyone entering the rail corridor must provide a valid RIW card and be associated with UGLRL.
 13. Known potentially contentious issues associated with the activity;
 14. Public Liability Insurance. This must 'Name' Transport Asset Holding Entity of New South Wales and UGL Regional Linx Pty Ltd (not 'Note' or 'Interested Party'). 'Naming' is also known as 'Jointly Insured' or 'Additionally Insured';
 - \$20,000,000 for non-operational lines;
 - \$50,000,000 for operational freight lines; or
 - \$250,000,000 for operational passenger lines.
 15. Professional Indemnity Insurance - \$20,000,000;

If either of the insurance requirements above cannot be met a 'concession for insurance form' must be completed;
 16. A current ASIC company extract that lists the company directors to be used for licence preparation or evidence of the council/government agencies delegate authorities; and
 17. Any other information you think may help us to progress your application.