

# Crafco Crack Sealer Permit

Before performing any crack sealing works, all contractors, tenants and NTA staff must complete this Permit and have it approved. The purpose of this Permit is to ensure that all safety aspects of crack sealing have been considered and actioned.

## Part 1 – Application Details

Applicant Name <i>Person in Charge of Works</i>	<input type="text"/>	Date applied	<input type="text"/>
Business Name	<input type="text"/>		
Email address	<input type="text"/>	Phone number	<input type="text"/>

Have you completed the **Working on Airport** induction?  Yes  No

Are you or your business registered with NTA?  Yes  No

*Note: registration is necessary before any work on NTA Leased Area is permitted.*

## Part 2 – Description of Works

Location of works	<input type="text"/>		
Start Date of Works	<input type="text"/>	End Date	<input type="text"/>
Hours of Work	<i>From</i> <input type="text"/>	<i>To</i>	<input type="text"/>

Describe the planned works:

## Part 3 – Before Crack Sealing Checklist

		Comments
Operations Dept notified for airside works? (Note who's notified)	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input style="width: 100%; height: 100%;" type="text"/>
PPE worn (e.g. long sleeves, gloves, safety glasses, goggles)?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
First aid prepared (e.g. 15L water, first aid kit, drinking water)?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Emergency Plan (for fire & evacuation) developed and provided?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Operator trained and competent? (Note their name)	<input type="checkbox"/> Yes <input type="checkbox"/> No	
'Communication Person' assigned for ATC? (Note their name)	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Pre-start check for fuel, water and oil done? ( <b>Very important</b> )	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Ventilation machine placed so fumes blown away from operators?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Fire equipment checked and in place?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Pre-start risk assessment (SWMS) done?	<input type="checkbox"/> Yes <input type="checkbox"/> No	

## Part 4 – Acknowledgement of Applicant

- I understand the hazard of this work and the precautions to be taken and the hazards and precautions listed above have been discussed with the work team.
- I agree to comply with all work health and safety requirements as outlined in our SWMS.
- I will return my copy of this Permit for cancellation by the NTA Authorised Person, once work has been safely completed.

<input style="width: 350px; height: 25px;" type="text"/>	<input style="width: 250px; height: 25px;" type="text"/>	<input style="width: 220px; height: 25px;" type="text"/>
Name of Applicant	Signature	Date and Time

### Part 5 – Authorisation to Work

Preliminary site inspection by NTA Authorised Person?

Yes  No

I authorise the works listed above to proceed during the specified dates and times:

Name and Title of NTA Authorised Person

Phone Number

Signature

Date and Time

### Part 6 – Work Party Sign On and Off

Each worker using the crack sealing machine must read and acknowledge the requirements of this permit prior to use.

Worker's Full Name	Sign On (Date and Time)	Sign Off (Date and Time)

**Note: If anyone has an accident or adverse reaction to the inhalation of fumes, immediately report it to the NTA Health & Safety Manager ([safety@ntairports.com.au](mailto:safety@ntairports.com.au) or 0402 782 375).**

### Part 7 – Cancellation of Permit

Cancellation Date and Time

I confirm that:

- The works described in this Permit have been satisfactorily completed, or stopped and made safe.
- Shut Down procedures were followed.
- The machine has been cleaned, packed up and stored.
- Any repair or maintenance required on the machine has been noted.
- This Permit is now cancelled.

Signature of Person in Charge of Works

Date

Signature of NTA Authorised Person

Date