

RF and Roof Access Notice

Notice #:			
Please Note: before access to the roof - you must ring the SOO 0418 120 854			
Site Location:		RF-EME Zone Present: Yes/No	
Task:			
Check Required			Initial of requester
Access to roof or similar areas		Yes/No/NA	
RF folder consulted & understood		Yes/No/NA	
Qualifications to enter RF zone if required		Yes/No/NA	
RF equipment isolated for duration of entry to RF zone		Yes/No/NA	
Isolation of RF/EME authorization		Yes/No/NA	
Isolation of RF/EME:	Date/Time:	Reinstated RF/EME:	Date/Time:
Please Note: If working within 2 metres of roof edge a WORKING AT HEIGHTS NOTICE must be completed and all procedures are adhered to.			
Job Acceptance Declaration			
I shall be responsible for the supervision of all members working on site and shall ensure all works are carried out in accordance with all relevant Australian Standards, Rules, Regulations and Working at Airport Sites.			
Name:	Signature:	Date:	Time:

Job Completion Declaration			
I have completed the works in accordance with all relevant Australian Standards, Rules, Regulations and Working at Airport Sites.			
Name:	Signature:	Date:	Time:

The purpose of this notice is for HBA staff to feel comfortable that the contractor has the appropriate licences knowledge and expertise to make the correct decisions and not endanger life.

This notice will help HBA assets staff help make informed decisions about the affected area and how this could affect stakeholders.