

## FORM 3W: Application to Shutdown or Live Tap Water Reticulation Assets

*(Submitted by pipe layer or design consultant 10 working days prior to shutdown or 5 working days prior to live tapping)*

### Attention:-

Land Development Team - [Developerworks@gippswater.com.au](mailto:Developerworks@gippswater.com.au)  
 Asset Delivery - send directly to Responsible Officer at Gippsland Water  
 Field Services - [FieldServicesPlanningTeam@gippswater.com.au](mailto:FieldServicesPlanningTeam@gippswater.com.au)  
 Or deliver to - Traralgon Office, 55 Hazelwood Road, Traralgon 3844  
 Enquiries Telephone No 1800 057 057

<b>Gippsland Water Reference (U#####)</b>	
<b>Description of works being undertaken</b>	
<b>Location of works (Lot # Street name)</b>	
<b>Pipe Layer</b>	
<b>Pipe Layer e-mail</b>	
<b>Pipe Layer Contact Details</b>	Phone
<b>Drawing Number(s)</b>	

<b>Confirmation of pipe details for works</b>	Pipe OD (mm)	
	Pipe material	
Check for pipe ovality		
Do you have all fittings required for the job		

*These above details are to be checked by the applicant by excavation of the pipe **prior to shutdown**.*

Pressure test results attached

Swabbing results attached

Water quality results attached

(include Water Quality Testing of New Mains sheet, NATA water quality test results with covering letter advising results are within the limits as per specifications & chlorination report)

### A Proposed Shutdown Date (MAX 4 HR PERIOD FOR SHUTDOWN - no shutdowns on Monday or Friday)

Commencement	Completion
Date_____ Time_____	Time_____

### B Proposed Live Tapping Date and Time

Date_____ Time_____
---------------------

**FOR ALL WORKS PLEASE ATTACH A SITE PLAN WITH CLEAR LOCATION OF WORKS MARKED**

## C Pipe Layers' or Design Consultants Certification

I certify that:

- 1 Works will be constructed;
  - in accordance with design
  - all relevant Gippsland Water Specifications, Codes and relevant Australian Standards
- 2 the handling, laying jointing and backfilling of pipelines will be carried out under the continuous supervision of the specified pipe layer accredited by Gippsland Water.
- 3 Safety of personnel engaged in the works will comply with the OH&S Act, Regulations and Compliance Codes.
- 4 I indemnify and keep indemnified Gippsland Water against all loss, injuries or damage to third party people or property caused by the construction of the works and/or the method of construction of the works.
- 5 I agree to notify Gippsland Water within 24 hours of any changes to the information certified.

---

Name

(Pipe Layer OR Design Consultant)

---

Signature

---

Date

---

**GW Use:**

Approved for start works

---



---

Name

---

Signature



Safety and wellbeing



Customer focussed



Innovation



Accountability



Collaboration



Integrity and respect