

ASP General Information

Service Installation and Compliance

Alert Number: GI03_24

09 February 2024

Subject: Updated Project Forms on Ausgrid's Website

Dear ASPs,

We would like to bring to your attention that the following project forms have been updated on Ausgrid's website:

- PF03 - Use of Sub Contractors Information Form
- PF04 - Earthing Location, Details & Test Results
- PF06 - Cable Test Results
- PF08 - Pole Pillar & Street Light Data Capture Sheet
- PF10 - Substation Check Sheet
- PF11 - TEI Form
- PF12 - Transformer Test Results

The project forms can be accessed via Ausgrid's website under

Home > ASPs and contractors > Network construction

or via the following link <https://www.ausgrid.com.au/ASPs-and-Contractors/Network-construction>

All updated forms nominated on this GI must be used for future submission. Old versions will no longer be accepted.

What has changed?

The project forms have been updated to align with new approved equipment types used on Ausgrid's network & Ausgrid's current data management processes.

The PF11 – TEI form now requires photos to be attached for specific equipment types. The photos must provide a clear image of the equipment in question.

Considerations

These forms are designed to work on PC based PDF applications such as Adobe Acrobat or other dedicated PDF viewers. The forms will not work on web browser extensions, Android or IOS based applications.

All forms should be digitally completed & submitted.

For any questions regarding the above, please email ASPAuthorisations@ausgrid.com.au

Ausgrid
Service Installation & Compliance

ASP1 Construction Forms

Pre Construction	Outage Booking	6 Week Prior to outage	2 Weeks Prior to outage	Outage Day <small>For assets installed on outage day only</small>	Post Outage
PF01 Project Planning Form	Outage request Portal	* PF11 TEI Sheet	* PF04 Earthing Location	* PF06 Cable Test Results	* Oil Test Reports
* PF03 Use of Subcontractors	* ROL's	* SAO (Hunter only)	* PF06 Cable Test Results	* PF08 Pole, Pillar & SL Data Capture	* Compaction reports
* BYDA	* Live Work Planning Assessment		* PF08 Pole, Pillar & SL Data Capture	* Field Book Recordings	
* Road Opening Permits			* PF10 Substation Check Sheet		
* Traffic Control Plans			* PF12 Transformer Test Results		
			PF15 Pre-electrification		
			* Field Book Recordings		
			* Redline Survey		
			* Structural, Geotech & TSB / Grout reports		
			* Traffic Control Plans		

Emailed to Compliance Officer
Submitted via Portal
✱ Where applicable / requested