

UNDERTAKING TO SUPERVISE MACHINERY OPERATION WITHIN RAILWAY PROTECTION & SAFETY ZONES		
Manager Rail and Road Structure Protection Development and Building Control Land Transport Authority 251 North Bridge Road Singapore 179102	<u>Instructions</u> a. This form must be duly completed and submitted to the Authority together with the application for permit to commence work. b. * Delete as appropriate.	
SECTION I DETAILS OF WORKS		
Project Reference No.:		
Project Title:		
Brief Description of Works:		
*Lot/ Plot	*TS/MK	Road/ Street
SECTION II DECLARATION BY QUALIFIED PERSON		
(1) I _____, PE No. _____; am the appointed qualified person to provide full time standing supervision of movement and operation of any crane, whether fixed or mobile, hoist, ladder, drilling or piling equipment, excavator or any other mechanical equipment or vehicle within the railway protection and safety zones; (2) I undertake to fully discharge the duties stipulated in appendix of this form; and (3) I will take reasonable steps and exercise due diligence to ensure that works are carried out in accordance with the approved plans/details and in compliance with the Rapid Transit Systems (Railway Protection, Restricted Activities) Regulations; Guide to carrying out Restricted Activities within the Railway Protection and Safety Zones and the Code of Practice for Railway Protection.		
SECTION III APPOINTMENT OF ASSIGNEE (IF ANY)		
(1) I hereby appoint _____, to act on my behalf and to suitably discharge my responsibility as required in Section II above in the event of my absence. (2) The above assignee is a qualified Resident Engineer accredited with Building and Construction Authority or Joint Accreditation Committee of the Institution of Engineers Singapore and the Association of Consulting Engineers Singapore. I attach a copy of his certificate for your reference and acceptance. (3) Notwithstanding such assignment, I shall be fully responsible for all actions taken by my assignee with or without my prior consent or sanction.		
Name & Signature of Qualified Person	Company and Address of Qualified Person	
Tel No.:	Date:	
SECTION IV DECLARATION BY PE'S ASSIGNEE		
(1) I _____, RE No. _____; am the appointed PE's assignee to provide full time standing supervision of movement and operation of any crane, whether fixed or mobile, hoist, ladder, drilling or piling equipment, excavator or any other mechanical equipment or vehicle within the railway protection and safety zones; (2) I have been briefed by the qualified person on the requirements and scope of works. I undertake to fully discharge the duties stipulated in appendix of this form; and (3) I will take reasonable steps and exercise due diligence to ensure that works are carried out in accordance with the approved plans/details and in compliance with the Rapid Transit Systems (Railway Protection, Restricted Activities) Regulations; Guide to carrying out Restricted Activities within the Railway Protection and Safety Zones and the Code of Practice for Railway Protection.		
Name & Signature of PE's Assignee	Contact No:	Date:

APPENDIX – DUTIES OF QUALIFIED PERSON

In carrying out his duty of ensuring the safety of the rapid transit systems against the movement and operation of any crane, drilling or piling equipment, excavator or any other mechanical equipment or vehicle, a qualified person shall:

1. Be responsible to ensure that works carried out within the railway protection and safety zones are safe and that they do not infringe the requirements of the Rapid Transit Systems (Railway Protection, Restricted Activities) Regulations; Guide to carrying out Restricted Activities within the Railway Protection and Safety Zones and the Code of Practice for Railway Protection as amended from time to time;
2. Notify the Authority and seek approval at least two weeks in advance of commencement of work within the railway protection zone;
3. Ensure that working platforms for supporting the cranes, piling machines or any other mechanical plant are stable before use and during the times they are in use and as work progresses. Should there be changes in the site conditions that may affect the safe operation of these plant, he shall assess the situation and certify whether the working platforms are safe before allowing the operation of the crane, piling machines, etc. to continue;
4. Check and look out for potential hazards during such works and ensure that adequate precautionary and safety measures are taken by the contractor, plant and machine operators before allowing them to proceed;
5. Be in attendance on site at all times during the period when such works and activities are carried out;
6. Inspect and check that safety measures implemented on site such as provision of physical barriers or demarcation to prevent encroachment of crane or similar plants are maintained and protected from inadvertent removal or damage;
7. Keep a record of test certificates of all cranes, lifting gears and appliances employed at site and also the certification by a Professional Engineer (Mechanical) of mechanical plants used at site;
8. Keep a daily register of all the names of site lifting supervisors and crane operators and record them against each works and activities in which they are responsible. The register and a complete set of the certificates of competency of these personnel shall be maintained at site and shall be available for inspection by the Authority's staff;
9. Keep and maintain a site diary that states the details of activities carried out within the railway protection zone. The diary shall record the following:
 - (a) Description of site activities;
 - (b) Location, orientation and operation duration of each crane, piling machine and other mechanical plant together with the name of the equipment operator;
 - (c) Records of site conditions, certification of the stability of the working platform, etc.;
 - (d) Records of safety checks and endorsements on cranes and mechanical plants and equipment;
 - (e) Records of defects of any of the cranes and other mechanical equipment.
 - (f) Records of the incidences whereby the contractor has violated the requirements and conditions imposed by the Authority and the instructions issued by the PE.
10. Conduct daily check together with the safety officer, lifting supervisors and crane operators of all mechanical plant and equipment including any lifting gears and appliances to confirm that they are in good working condition before work starts;
11. Ensure that site agents, site supervisors, foremen, crane operators and lifting supervisors are briefed and well versed with the requirements and conditions of the Authority for works in the vicinity of the rapid transit systems structure; and
12. Ensure that any operation which is likely to endanger railway operation or damage rapid transit systems structures such as unsafe lifting operation, etc. are immediately stopped and reported to the Authority.