

Third Party Works (TPW) Procedure Flow Charts Major Impact Project

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Third Party Works Engineer (TPWE) will determine if Minor or Major Impact Project at 1) Initial Assessment

NIR Stage

Process

Output

NIR Stage

Process

Output

Planning & Design Stages (Grip Stages 1-5)

Construction & Handover Stages (Grip Stage 6 – 8)

1 Initial Contact & Assessment GRIP 1-3

- Initial Contact by Third Party (TP). Complete TPW Request Form . Appendix B
- Third Party to provide P.O. Number and Sign Section A of TPW Request Form
- Third Party to provide information for TPWE to assess impact on the Railway Environment
- Meeting arranged for Third Party to discuss proposals and TPWE to provide initial comments and discuss process
- Proposals progressed and developed to minimise the risk to the Railway Environment

Initial Assessment Complete

- Progress to single option development and outline Design
- Third Party Aware of TWP Procedures and Contractors Minimum Requirements for works potentially affecting the Railway Environment

2 Outline Design GRIP 4

- Third Party (TP) engage with NIR Estates
- TP submits details of proposed surveys & investigations works affecting the railway
- TP Submits Outline Design proposals and Outline Programme for NIR review
- TP submits information as required by I/STR/STD/003 - Engineering Assurance of Building and Civil Engineering Works
- NIR to review the above and comment or accept / reject.

Outline Design Acceptance

- Outline Design Acceptance & I/STR/STD/003 Form F001 & F002 as required
- Preliminary Surveys & Investigations Agreed
- Outline Methods
- Lands Consultation
- Outline Programme

3 Detailed Design GRIP 5

- TP Submits Detailed Design proposals and Programme for NIR review
- TP submits information as required by I/STR/STD/003 - Engineering Assurance of Building and Civil Engineering Works
- TP to provide evidence of insurances as required by NIR Claims Department for the scope of the work (Insurance Risk Assessment form)
- NIR to review the above and comment or accept / reject.

Detailed Design Acceptance

- Detailed Design Acceptance & I/STR/STD/003 Form F003 as required
- Temporary Works and Method Statements review and acceptance for initial phases of works

4 Pre-Construction GRIP 6

TP submits completed TPW Permission to Proceed Form for first phase of work for TPWE review, including RAMS and details.

- Any changes to proposals or methods may require procedures from previous stages.
- Third Party provides a Programme of Work including Safety Critical Staff arrangements and Railway Competencies for staff.
- TP Arrangements for Asset Protection and Track monitoring baseline surveys, site visits and S&T surveys & investigations as required
- TP consults with Translink to Finalise all agreements with Translink

Safety Critical Arrangements for Works

- Completion of Wayleave, Lands & Legal Agreements
- TPWE Permission to Proceed with first phase of work and organises Safety Critical Staff / WON notice with Fixed Price.
- Programme of Works
- Surveys and Investigations required for works completed
- Asset Protection and Track monitoring arrangements

5 Construction GRIP 6

- Asset Protection and Track monitoring implemented.
- TP submits completed TPW Permission to Proceed Form for each subsequent phase of work.
- TP submits information as required by I/STR/STD/003 - Engineering Assurance of Building and Civil Engineering Works
- Third Party to notify TPWE of any proposed change to method or programme. No Works shall proceed until change agreed.
- TP updates on programme and progress. TPWE monitoring of the works, visit sites and of review safe system as necessary

Works Completed Safely.

- Translink & TPWE updated throughout on programme and progress.
- TPW Permission to Proceed Form and engineering assurance requirements for each subsequent phase of work and relevant information submitted in a timely manner to progress works in line with proposed programme.

6 Post Construction GRIP 7-8

- Third Party confirm works complete potentially affecting the railway environment to be reviewed and accepted by Translink.
- TP submits information as required by I/STR/STD/003 - Engineering Assurance of Building and Civil Engineering Works and taking into use requirements.
- NIR Certification, Test Results, As-Built Records and arrange for TPW In Use inspections and maintenance as per Agreement
- TP Submits DFI Technical Approval where required
- TPWE Issue Billing Instruction for Fixed Price upon completion of each phase or the works as per TPW Permission to Proceed Form

Taking into Use Requirements

- Certification of Works and provision of Records
- Finalise Billing of NIR Charges
- Maintenance Agreement Implemented.