

First name:	Surname:
Postal address:	
	Postcode:
Contact number:	
Email address:	

Type of work:	
Control items:	
Address of works:	
	Postcode:
Start date: ____/____/____	Finish date: ____/____/____
Start time: _____ ☐ am ☐ pm	Finish time: _____ ☐ am ☐ pm
Permanent items to be changed:	
Common major traffic control items for worksites include speed restriction signs, stop and give way signs, traffic control signs and stop here on red signal signs.	

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Checklist:

- ☐ Site Map – showing suburb, street, works area and nearest cross reference point
 - ☐ Traffic Management worksite plan – This should include the following,
 - ☐ Reference to Standards Australia Site layout design
 - ☐ Risk assessment and need for Major Traffic Control Items
 - ☐ Use and placement of Major Traffic Control Items
- I/we apply for consent to put up or use the Major Traffic Control Items listed above, at the location listed. These items will be used meeting with VicRoads guidelines. I/we agree to remove or change items as soon as no longer needed, correctly record usage in a document (e.g. diary), and reapply for consent if use beyond the removal date is needed.

Signature:	
Name:	Date: ____/____/____

Office Use Only:	
CS Stamp:	IM Stamp:

Contact Council

-  **Phone:** 03 5153 9500
-  **Email:** feedback@egipps.vic.gov.au
-  **Website:** eastgippsland.vic.gov.au
-  **Mail:** PO Box 1618, Bairnsdale VIC 3875

Customer Service Centres:

- **Bairnsdale:** 273 Main Street
- **Lakes Entrance:** 18 Mechanics Street
- **Mallacoota:** 70 Maurice Avenue
- **Omeo:** 179 Day Avenue
- **Orbost:** 1 Ruskin Street
- **Paynesville:** 55 Esplanade

Collection notice:

East Gippsland Shire Council collects information provided by you in this form to consider your application for memorandum of consent for major traffic control items at road worksites. East Gippsland Shire Council will only disclose your personal contact information to a third-party where required to do so by law. Information shared in this situation will be in accordance with the requirements of the Privacy and Data Protection Act 2014. If incorrect information or details are provided Council will be unable to assist you with this request. For more information on Council's Privacy Policy, please visit Council's *Privacy Statement* on our website or email feedback@egipps.vic.gov.au if you have any questions. AUG 26