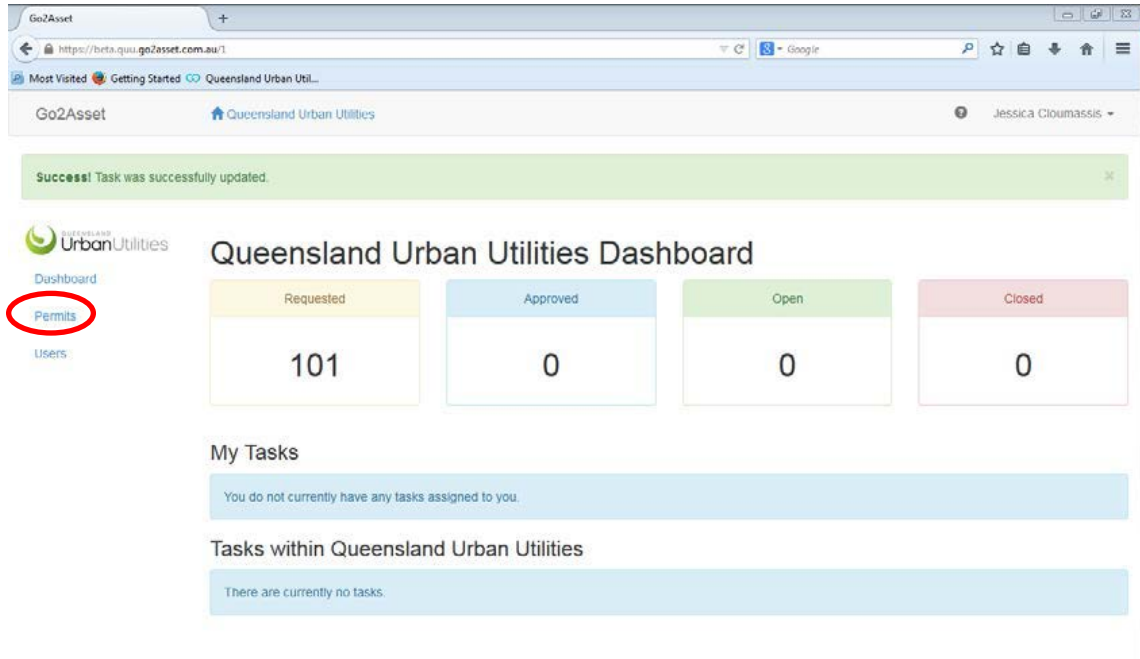


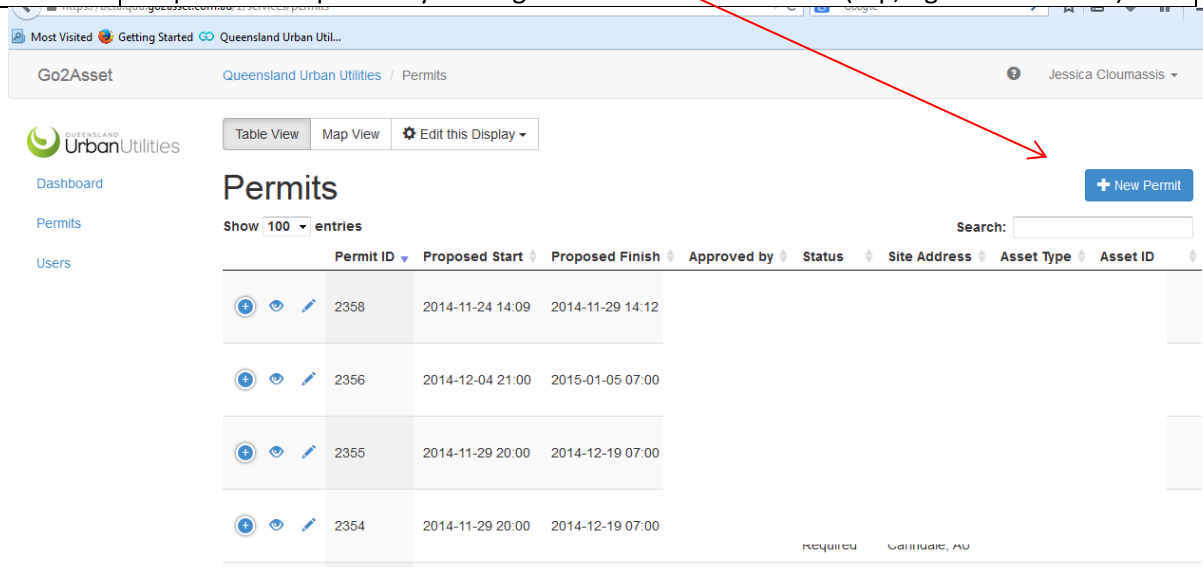
APPLYING FOR A NETWORK ACCESS PERMIT


1. QUICK REFERENCE GUIDE

| Step | Action |
|------|---|
| 1 | Log into GO2ASSET |
| 2 | Click on the 'Permits' link. In this view you can see the current permits you have applied for. |



| | |
|---|--|
| 3 | Request a new permit by clicking the  button (top, right hand corner) |
|---|--|



| Step | Action |
|------|--|
| 4 | Complete all required information in the on-line form. When complete submit the form by clicking the  button, in the bottom left hand corner. Note: Mandatory fields are indicated by RED text. |

New Permit

Name

User

Proposed start

Proposed finished

Approved by

Conditions

Terms and Conditions

QUU Contact

Permit Type
Type 1: Work within 2m of a Queensland Urban Utilities asset or work that has potential to damage asset (piling, boring, excavation, etc.) Type 2: Work on a Queensland Urban Utilities network asset that doesn't impact on function of asset i.e. sewer sampling, inspections; Type 3: Work on a Queensland Urban Utilities network asset that WILL impact on asset function. This permit will require a Network Isolation Plan to be prepared by Queensland Urban Utilities.

Job Description

Asset ID
Enter asset ID if known

Asset Type

Site Address

Receipt/Work Order Number

Site Contact Phone Number

Site Contact Name

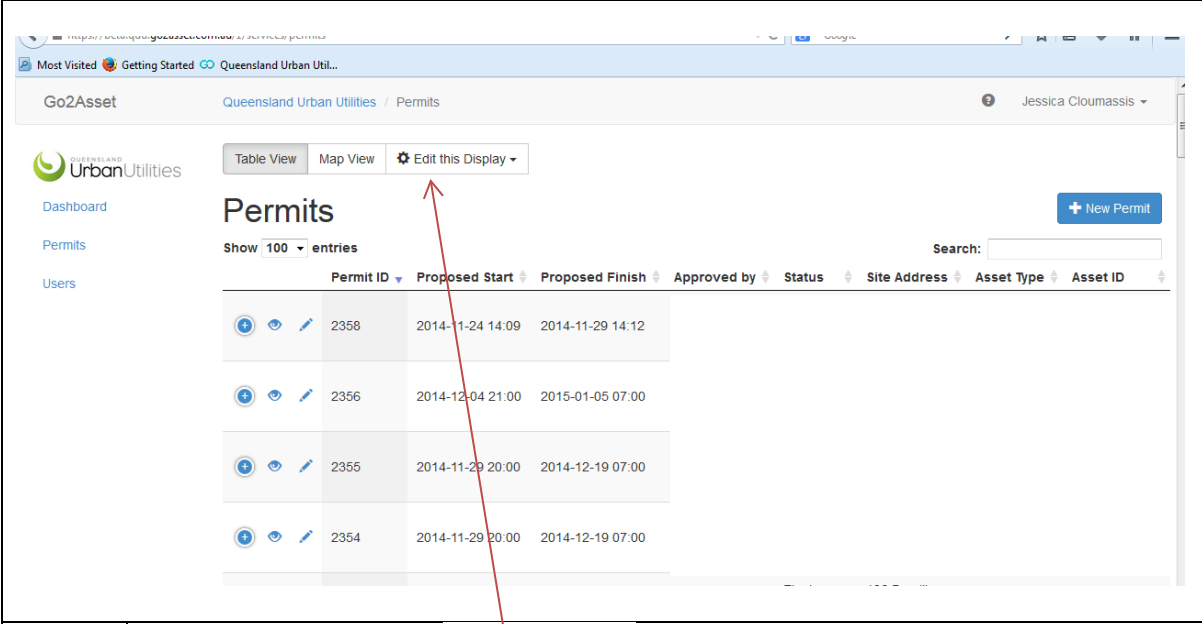
Email

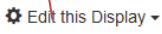
Phone

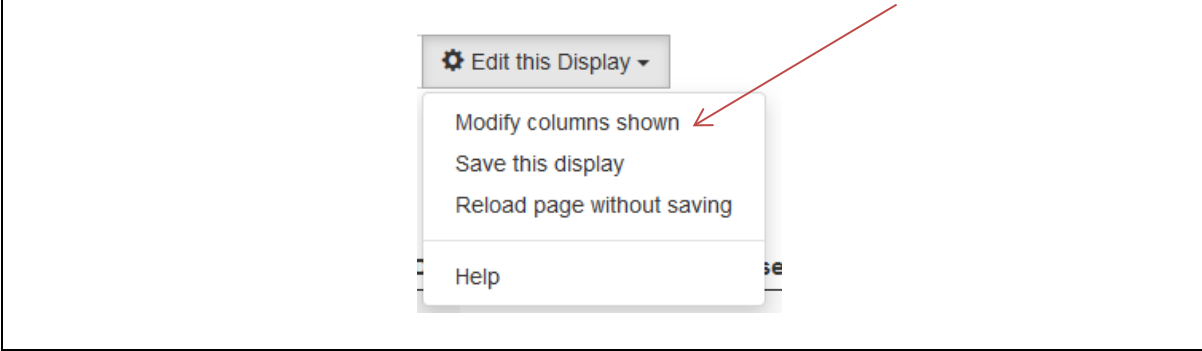
Company Name

Create Permit or **Cancel and return.**

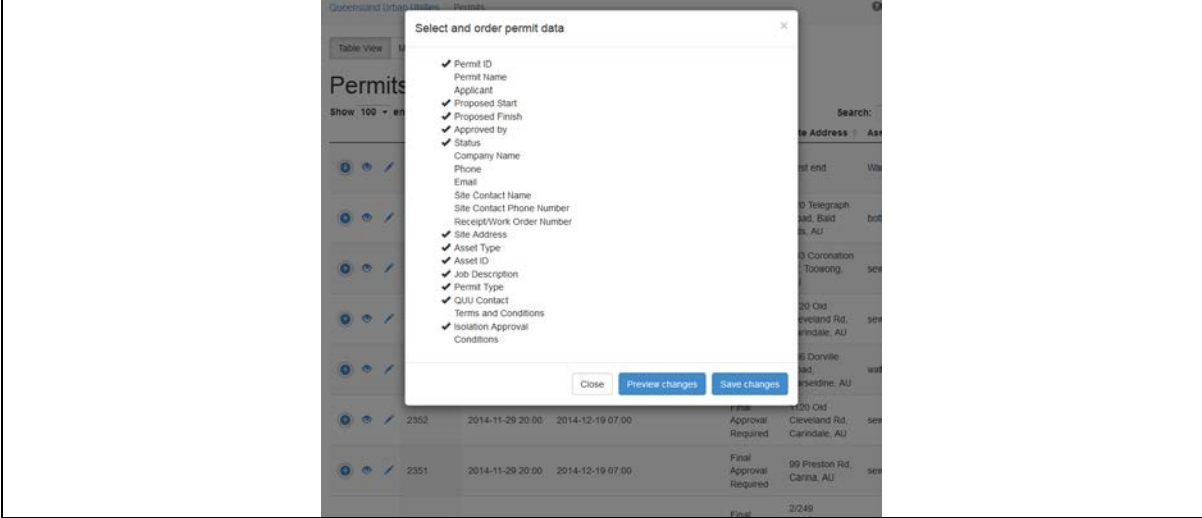
| Step | Action |
|------|--|
| 5 | Once submitted you will be returned to the Permit screen |



| | |
|---|--|
| 6 | To edit the display select  and the choose 'Modify columns shown' |
|---|--|



| | |
|---|--|
| 7 | Tick which columns you would like to see. You can save your changes and the system will remember these for the next time you log in. |
|---|--|



| Step | Action |
|------|---|
| 8 | To see more details of the permit (without opening the record), click on the plus (+) button. |

Table View Map View Edit this Display

Permits

Show 100 entries Search:

| | Receipt/Work Order Number | Terms and Conditions | Conditions | Permit ID | Proposed Start | Proposed Finish |
|---|---------------------------|----------------------|------------|-----------|------------------|------------------|
| + | W2388379 | accepted | | 2353 | 2014-12-02 21:00 | 2015-01-03 07:00 |
| + | R045 | accepted | | 2331 | 2014-11-23 21:30 | 2014-12-08 09:15 |
| + | R042 | accepted | | 2335 | 2014-11-23 21:30 | 2014-12-08 09:30 |
| + | R041 | accepted | | 2334 | 2014-11-23 21:30 | 2014-12-08 09:30 |
| + | R039 | accepted | | 2333 | 2014-11-23 21:30 | 2014-12-08 09:30 |
| + | R023 | accepted | | 2332 | 2014-11-23 21:30 | 2014-12-08 09:30 |
| + | C195 | accepted | | 2341 | 2014-11-23 21:00 | 2014-12-08 10:00 |

| | |
|---|--|
| 9 | This will expand the record and display the extra columns. Click on the 'eye' icon to show more details. |
|---|--|

Receipt/Work Order Number Terms and Conditions Conditions Permit ID Proposed Start Proposed Finish

W2388379 accepted 2353 2014-12-02 21:00 2015-01-03 07:00

Approved by:

Status: Final Approval Required

Site Address: 186 Dorville Road, Carseldine, AU

Asset Type: water

Asset ID:

Job Description: Connect new lots on Dorville Rd and install a new water meter as per plan. Connect new lots on Mathew St to water main and install new water meters. Cut in new 100mm tee to service new Townhouse development on Mathew St as per plan. SHUT PLAN REQUIRED

Permit Type: typethree

QUU Contact: Kathryn Bruder

Isolation Approval:

| | | | | | |
|---|------|----------|------|------------------|------------------|
| + | R045 | accepted | 2331 | 2014-11-23 21:30 | 2014-12-08 09:15 |
| + | R042 | accepted | 2335 | 2014-11-23 21:30 | 2014-12-08 09:30 |

| | |
|----|---|
| 10 | You can click on the print button which will print the Permit out (Also prints to PDF). |
|----|---|

Approve Archive Print Edit Permit

| | |
|----|---|
| 11 | Scroll down to the bottom of the page to find where you can attach multiple files by dragging them across as well as request a new extension request. |
|----|---|

| Step | Action |
|------|---|
| | <div data-bbox="229 327 389 353">Related Files</div> <div data-bbox="1233 327 1362 365" style="float: right;"> <input type="button" value="+ Upload File"/> </div> <div data-bbox="229 392 1362 506" style="border: 1px dashed gray; padding: 10px; text-align: center; margin: 10px 0;"> Drop files here </div> <div data-bbox="229 506 708 528"> <small>* Attachment must be a document or image less than 10mb in size.</small> </div> <div data-bbox="229 528 446 553"> <input type="button" value="Browse..."/> No files selected. </div> <div data-bbox="229 553 1362 613" style="background-color: #e0f2f7; padding: 5px; margin: 10px 0;"> There are currently no related files listed for this permit. </div> <div data-bbox="229 658 474 687">Extension Requests</div> <div data-bbox="1145 658 1362 696" style="float: right;"> <input type="button" value="+ New Extension Request"/> </div> <div data-bbox="229 696 1362 757" style="background-color: #e0f2f7; padding: 5px; margin: 10px 0;"> There are currently no extensions listed for this permit. </div> |

2. NEED ASSISTANCE?

For general enquiries, please call us on 13 26 57 (7am – 7pm weekdays).

If you require technical assistance, the [QUU Network Access Team](#) is here to assist you between 8.30am and 4.30am weekdays on 07 3856 7033.