

Contractor Application Guide to Requesting a Crane Access Permit

SCOPE

This application guide will assist you in receiving the permission to utilise a crane within Melbourne Airport's prescribed airspace.

DO I NEED TO APPLY...

If you are seeking to use a crane within Melbourne Airport's Prescribed Airspace, it is imperative to apply for a Crane Permit to assess if the proposed crane or crane lift activity will constitute a hazard to air navigation at the airport.

It is important that you do not attempt to make this decision on your own, and seek advice from Melbourne Airport on the proposed lift activity as most applications can be turned around **within five business days.**

ADDITIONAL PERMITS, CONDITIONS AND APPROVALS

Additional permits, conditions and approvals related to a Crane Permit for work activity at the Airport are:

- Melbourne Airport Permit to Commence Work

OVERVIEW

Please email your application to cranepermits@melair.com.au.

Melbourne Airport will assess your application against Melbourne Airport's Prescribed Airspace to determine if your proposed crane and lift activity penetrates any of these surfaces and whether it poses any safety, efficiency or regularity impact on air transport operations into and out of Melbourne Airport.

WHAT TO INCLUDE IN YOUR APPLICATION:

- The proposed location of the lift activity (street address, MGA or AMG co-ordinates)
- A site locality plan (i.e. Aerial Photo Extract)
- Crane maximum height (AHD or meters above ground level)
- Date, time and duration of activity
- Work description and
- Contact details of Site supervisor and applicant

If the assessment shows a penetration into these surfaces or an impact to safety, efficiency or regularity of air transport operations, Melbourne Airport is required under the Airports (Protection of Airspace) Regulations 1996 to refer the application to the Department of Infrastructure, Transport, Regional Development and Communications.

DECISION ON THE SUBMISSION

If Melbourne Airport requires further information from you to enable us to complete the assessment of your application, a request for information will be issued.

Melbourne Airport will assess your application and will issue you with:

- An approval of your request, and conditions that apply to the approval; or
- Advice that your request has been forward to the Department for comments

If your application is required to be referred to the Department, it may take **up to four months** subject to the complexities and impact of the proposed activity.

CONTACT US

For further information, please contact Melbourne Airport:

Email cranepermits@melair.com.au

Phone 03 8326 2525