

How to use the Application dashboard and Draft dashboard

Dashboard

WWRR
Consent to work within the road reserve.

MoA
Permission to use traffic control devices.

MoA Activation
Activate or Deactivate an MoA

The application dashboard is broken down into 3 main columns:

- **Submitted applications** – All application submitted and yet to be authorised
- **Approved applications** – Authorised applications
- **Expired applications** – Applications that have past its end date.

As long as the number is greater than 0, you can click on a respective number to show more details (refer to next page).

Application Dashboard

Application type	Drafts	Submitted	Approved	Expired
MoA	6	27	4	20
WWRR	3	25	3	4

Draft Applications

Draft Pending payment

Application type	Status	Form type	Reference ↑	Street	Suburb	Created by	Draft created on ↓	Actions
MoA	Draft	-	-	-	-	Ande Shenkolianko	09-08-2022 9:38 PM	📄
MoA	Draft	-	-	-	-	Ande Shenkolianko	01-08-2022 1:49 PM	📄
WWRR	Draft	-	1234123	-	-	Ande Shenkolianko	28-07-2022 10:27 PM	📄

The pending payment tab shows all applications that require payment to be made before it can be submitted.

The Draft dashboard shows all applications that are still in a draft state and yet to be submitted. Click on the arrow button under 'Actions' column to edit or delete these applications.

The status of applications will be displayed in the Status column. The current statuses for an application is: Submitted, In review, Waiting for details, On hold or PO Review required.

MOA Applications - Submitted (22)

Application ref ↓	Status	Reference	Street	Suburb	Created by	Start date	End date	Actions
MOA-0001259	In Review	1234	1	1	John Smith	09-07-2022	09-07-2022	⌵
MOA-0001258	In Review	1234	1	1	John Smith	02-07-2022	09-07-2022	⌵
MOA-0001237	In Review	WWRR-9999	60 Denmark Street	Kew	John Smith	03-06-2022	02-07-2022	⌵
MOA-0001236	In Review	1234	1	1	John Smith	03-06-2022	17-06-2022	⌵
MOA-0001212	In Review	WWRR-997	Monash Freeway	Dandenong	John Smith	26-05-2022	04-06-2022	⌵
MOA-0001211	In Review	WWRR-1444	13 Jones Street	Chadstone	John Smith	14-05-2022	11-06-2022	⌵
MOA-0001210	In Review	2	2	2	John Smith	14-05-2022	11-06-2022	⌵
MOA-0001209	In Review	1234	1	1	John Smith	14-05-2022	11-06-2022	⌵
MOA-0001193	In Review	1234	60 denmark street	kew	John Smith	07-05-2022	11-06-2022	⌵

Clicking on the Application reference number will show you all the related documents for that application. These can be: Submitted PDF, Tax Invoice (if payment is made), Authorised PDF and all the documents attached as part of the application submission.