

Superload Checklist*

This checklist has been prepared as an indication of the planning requirements, timing and responsibilities.

Estimated timing	Activity	Client/Transporter	VicRoads	NHVR
From application to 28 days	Permit Application through the NHVR	X		
	Identify proposed route (route survey) and furniture removal requirements	X		
	Submit vehicle configuration for impact assessment to assets	X		
	Transport timing confirmation	X		
	Transport Project Manager identified and communicated to VicRoads	X		
4 months before transport	Key VicRoads stakeholders identified		X	
	Key external stakeholders are identified	X	X	
	Communications Strategy agreed & planning commenced	X	X	
	Establishment of meeting schedule including debriefing (VR and PM)	X	X	
	Planned disruptions and events checked for time of travel		X	
	Engagement with VicRoads regions to identify other known issues/disruptions/scheduled works		X	
	Engagement with Emergency Management Victoria		X	
	Confirmation of public engagement/communications requirements		X	
2 months before transport	Structural load assessments to be undertaken		X	
	Bridge monitoring/protection measures identified and communicated		X	
	Structure mark-up requirements identified		X	
	Communication Plan prepared	X		
	Traffic Management requirements identified/MOA's obtained	X		
	Minor civil works, if required, to facilitate transport (to be agreed with relevant VicRoads region if on VicRoads managed road)	X		
	Risk Assessment completed – including consideration of risk to people, assets and infrastructure	X	X	
	Contingency planning & documentation– community consequence (social/economic/reputation)	X	X	
	Consent required from Public Transport Victoria (PTV) for rail/tram crossings	X		
	Consent required from commercial roads (e.g. Eastlink/City Link/Peninsula Link)	X		
	NHVR Permit issued outlining conditions of travel			X

Estimated timing	Activity	Client/Transporter	VicRoads	NHVR
4 weeks before transport	Installation of monitoring equipment, calibration and issue of baseline data to VicRoads	X		
	Bridge protections installed (propping/plating etc)	X		
	Survey mark-up of structures completed	X		
	Certified Pilot arrangements	X		
	VicRoads Transport Safety Services arranged to escort travel	X	X	
2 weeks before transport	Pre-travel structural inspections undertaken	X		
	Furniture removal	X		
	Disruption management alerts to the public via VicRoads		X	
Post transport	Post- travel structural inspections undertaken	X		
	Post -travel review/improvement opportunities	X	X	

* version: August 2018