

Environmental Guidance Note – Protected Land

HSE DOCUMENT

Protected Lands are areas that are reserved to protect the natural environment or natural resources such as National Park, forestry lands or drinking water catchment. It includes land owned and/or managed by entities such as the ACT Government, Department of Defence and other Commonwealth agencies.

This Guidance Note outlines the processes and controls required when working on *Protected Land*.

Works in lands managed by NSW OEH/NPWS	Works in lands managed by the ACT Government Public Land (Nature Reserves Special Purpose reserves, Protection of Water Supply, National Park and unleased Territory land managed by the ACT Parks and Conservation Service)
All activities must be undertaken in accordance with the <i>Protocol</i> between Transgrid and OEH (2014).	All activities must be undertaken in accordance with the Site Management Agreement between Transgrid and the Conservator of Flora and Fauna (2015).
Notification for inspections must be made at least 2 days prior. Notification can be done via email or phone call. If there is no <u>direct</u> contact or no response a <i>Notification Form</i> must be sent to the relevant NPWS Area Office.	Notification for inspection must be sent using <i>Notice to Territory Form</i> , 5 working days prior to an inspection.
For maintenance works a <i>Notification Form</i> must be submitted to the relevant NPWS Area Office 2 weeks prior to the proposed works.	For maintenance works a <i>Notice to Territory Form</i> must be sent to the relevant ACT Authority (usually EPA as primary contact) 4 weeks prior to the proposed works.
Works in lands managed by WaterNSW	Works in lands managed by Forestry Corp NSW
All staff and Contractors must complete the WaterNSW Catchment Induction prior to accessing or working on WaterNSW managed lands. The Induction is valid for 3 years.	Notifications for inspections in areas accessible to the public are not required (unless there is a declared <i>Forest Fire Threat and Hazard Category Code</i> Yellow or Red; see below).
Staff and Contractors must have access to WaterNSW Catchment Closure Notifications.	Notification to FCNSW must be undertaken prior to any access or works on declared <i>Forest Fire Threat and Hazard Category Code</i> Yellow or Red.
For maintenance works a Notification form should be submitted to the relevant WaterNSW officer 2 weeks prior to the proposed works.	If areas are not publically accessible, notification for inspection must be sent two days prior, email or phone call is sufficient. If there is no response a Notification Form must be sent.
A <i>Notice of Entry</i> must be sent to WaterNSW 3 days prior to any entry. Email Notice of Entry to special_area_access@waternsw.com.au	For maintenance works a Notification form must be submitted to the relevant ForestryCorp officer 2 weeks prior to the proposed works.
Commonwealth Department of Defence	Department of Industry - Crown Land
No access or works can be undertaken in DoD managed land without Notification and Approval and may require vetting and approval of staff and contractors.	There is no formal agreement between Transgrid and NSW Crown Lands. Notification must be undertaken as per standard Transgrid procedures.

For all protected lands:

- Comply with Notification requirements of the land management agency,
- Attach a copy of the signed notification form or correspondence from NPWS, ACT Environment, Forestry Corp NSW, Water NSW or Commonwealth acknowledging proposed work,
- Ensure any land manager *Conditions* are attached and highlighted in the Work Package,
- Courtesy call to local agency staff (nominated on the Notification) prior to works if required, and
- Inform staff/contractors of any maintenance protocols/site specific requirements.