

Annexure R - ASP/3 Authorisation Application or Change of Details Form



This form is required to request authorisation as a Level 3 Accredited Service Provider in Ausgrid's distribution area to access Ausgrid's network information to prepare and submit contestable designs.

Initial Authorisation Re-Authorisation Change of employer

Details - Authorised Person (Please use BLOCK LETTERS)

Applicant - First Name: _____ Surname: _____ AUP No: _____

H ID#: (existing ASP's only): _____ Category of Accreditation: Overhead (3A) Underground (3B)

Email Address: (Must be a unique email address): _____

Phone: _____ Mobile: _____

Note: If the applicant does not have a **H ID#** then they must complete the *ASP3 Training ID Information Form* and submit it to **ASPLLevel3@ausgrid.com.au** requesting the number be created. This number will be required when logging into the eLearning page to complete the *Information Security Awareness* training.

Details - Level 3 Accredited Service Provider company (Please use BLOCK LETTERS)

Trading name (as appears on the letter from the NSW Department of Planning & Environment and the ASIC website)

Company Name: _____

AUC Number: _____ Expiry Date: _____ Class of Accreditation: Overhead (3A) Underground (3B)

ABN/ACN: _____ Company Email Address: _____

Postal Address: _____

Company Phone: _____ Company Mobile: _____

I certify that I have attached copies of:

- A copy of an AFP National Police Check certificate (completed within the last six months)
- A copy of a current drivers license or passport
- A copy of the company's Department of Planning & Environment accreditation letter (receipt not accepted)
- A copy of the individual's Department of Planning & Environment accreditation letter (receipt not accepted)
- A 'JPEG' passport style photo of the applicant

I certify that I have:

- A copy of and have read and understand Ausgrid's Code of Conduct & Statement of Business Ethics
- Completed Ausgrid's Information Security Awareness training. Date: _____

By signing below, you are confirming that:

- you have obtained copies of and reviewed the relevant Ausgrid network standards and policies relevant to your work;
- the relevant network standards and policies are consistent with your arrangements for performing Level 3 Accredited Service Provider work in Ausgrid's Distribution area;
- you will protect and safeguard the network information against unauthorised publication or disclosure;
- you will ensure that the network information is held solely within Australia, and not accessible from outside Australia;
- you will not to use network information for any reason or purpose except as required for the preparation and submission of a proposed design scope or contestable design;
- you will comply with any security measures in connection with network information that may be required by Ausgrid;
- you acknowledge your obligations with regards to the network information under this authorisation continue after the completion or termination of any employment with the Level 3 ASP, engagement or assignment in relation to contestable projects; and
- you acknowledge and agree that Ausgrid may suspend or cancel your authorisation at any time on the grounds of non-compliance with Ausgrid policies and the conditions of your authorisation and accreditation with the NSW Department of Planning & Environment's Accreditation of Providers of Contestable Services (Scheme Rules).

Applicant Signature: _____ Date: _____

Supervisor Signature: _____ Date: _____

Ausgrid Office Use Only

Auth Officer: _____

Auth Officer sign: _____

Date Signed: _____

*Please send completed form and supporting documentation to: **ASPLLevel3@ausgrid.com.au** (Enquires should be via email to the same address)