MapRoad
ROADWORKS LICENSING

Title: Submitting Ervia Irish Water SLA Works T4 Applications	
Reference:	38
Revision:	1
Date:	29/03/17

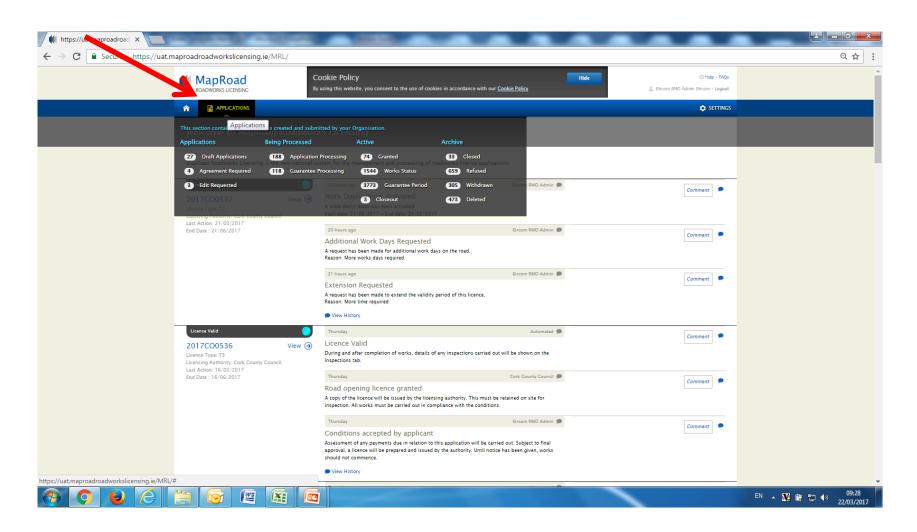**MRL requires a Traffic Management Plan as part of all T4 applications.**

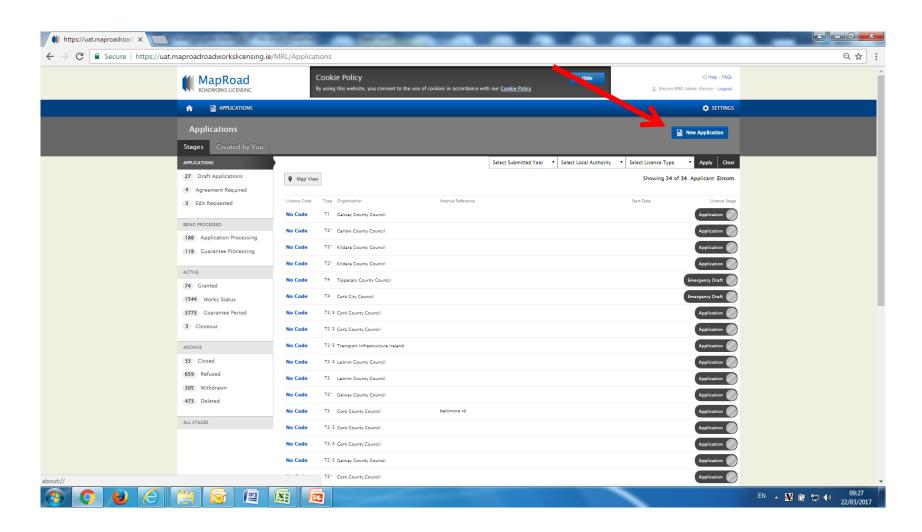**On agreement with your Roads Dept MRL facilitates a template Traffic Management Plan for upload.**
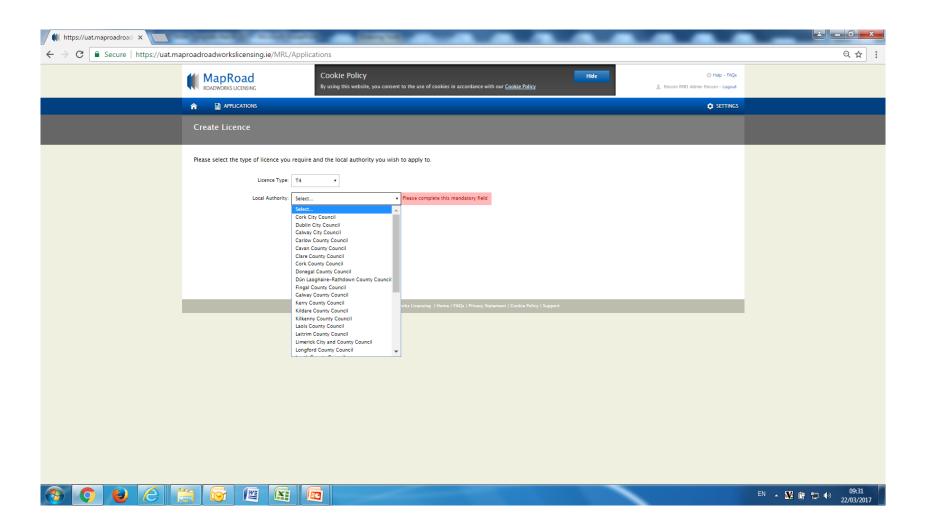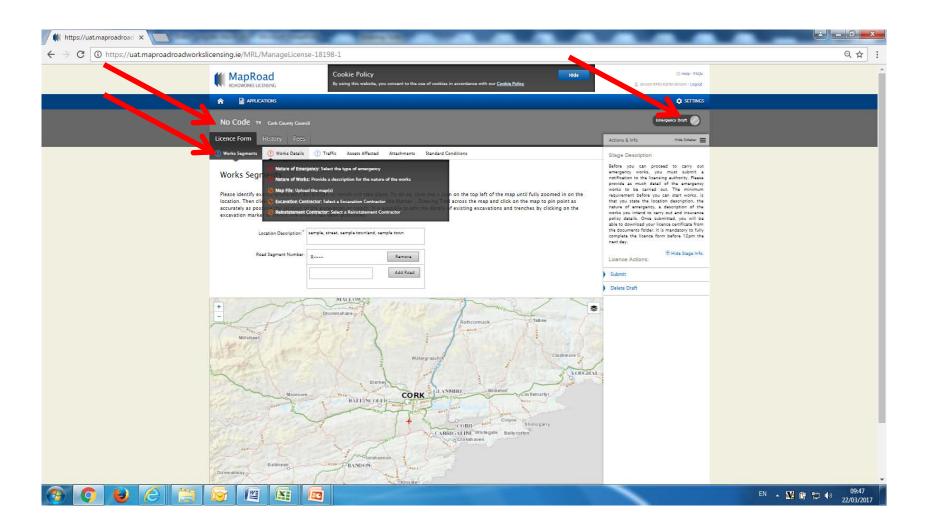
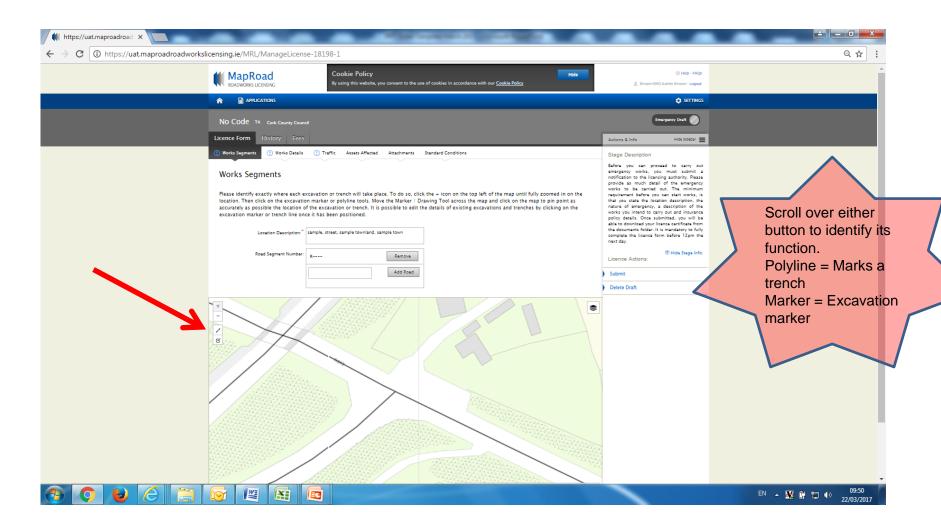# Select "Applications".

Select "New Application".

Select "Licence Type", "T4".
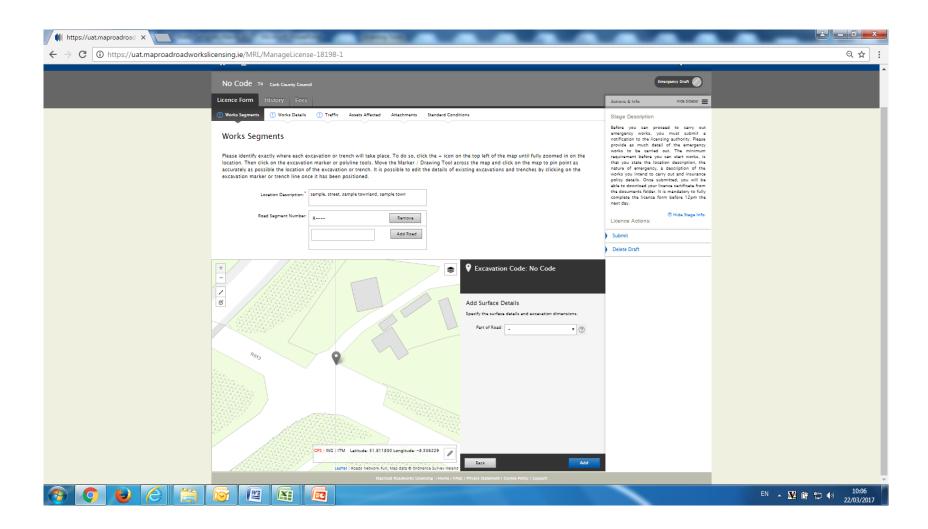Select relevant authority and click "Confirm".

Application defaults open to draft format – "No Code" illustrates this. The Stage is "Emergency Draft". Scroll over exclamation marks to identify fields requiring attention. Complete all fields.
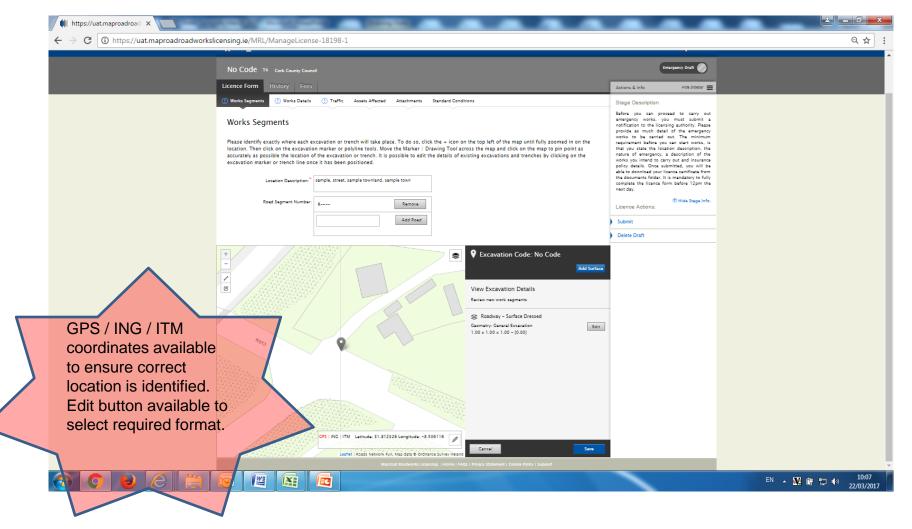
Zoom into map location to access marker buttons to mark the "Works Segment" on the map.

Scroll over either button to identify its function.
Polyline = Marks a trench
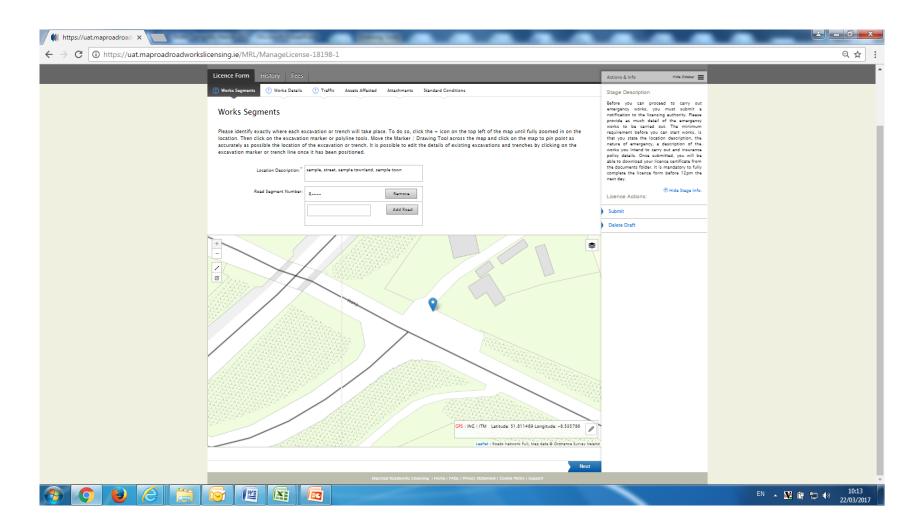Marker = Excavation marker

Complete mandatory fields in Excavation Code pop up box. Select "Add" to continue.

Excavation details may be reviewed or edited. When completed select "Save".

GPS / ING / ITM coordinates available to ensure correct location is identified. Edit button available to select required format.
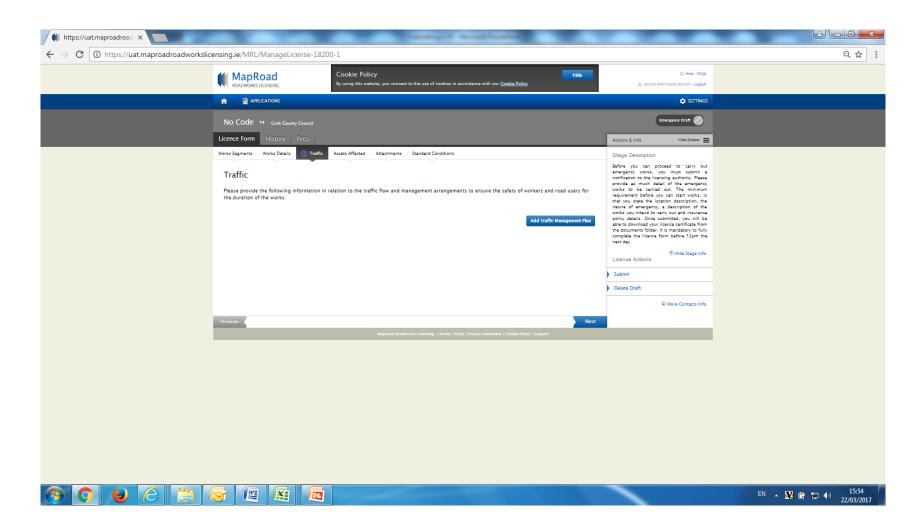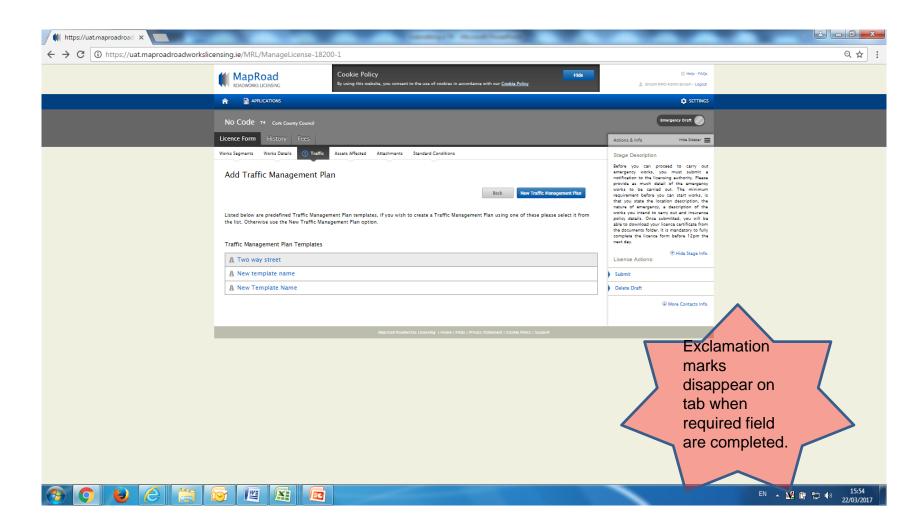
Select "Next" to continue.

All fields with a red asterisk are mandatory and must be filled. In addition as the works have taken place please identify date and time as per the arrow below. MRL accepts a works date to a maximum of 21 days retrospectively once all the information is inputted select "Next"
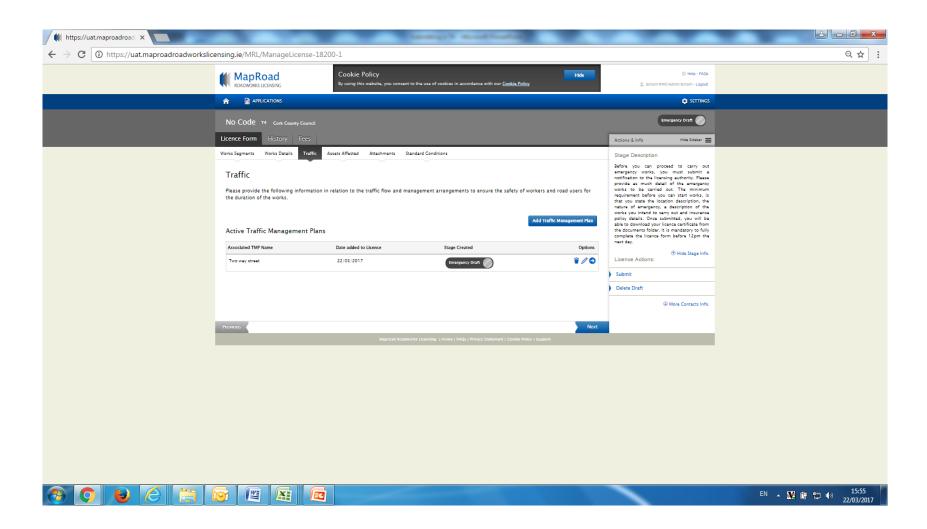
Add "Traffic Management Plan". This is the template document agreed with your Local Authorities Roads Dept.
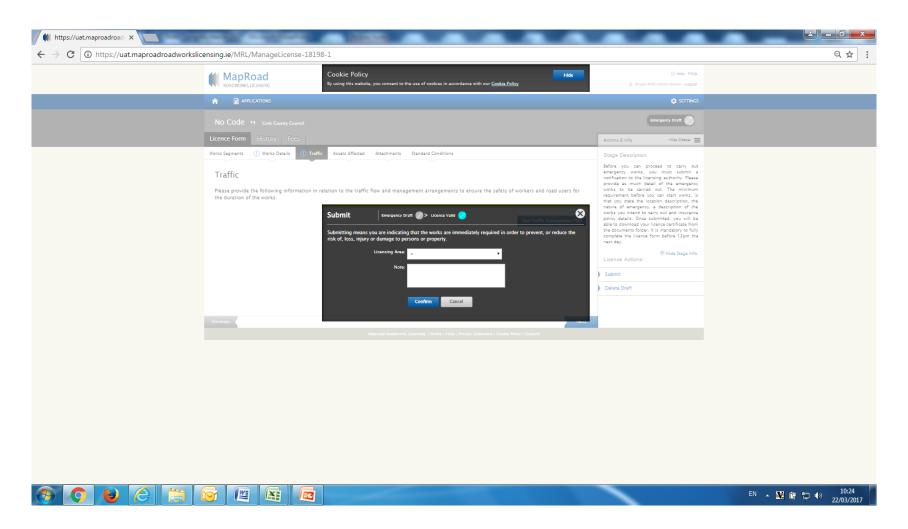
Add relevant "Traffic Management Plan Template".
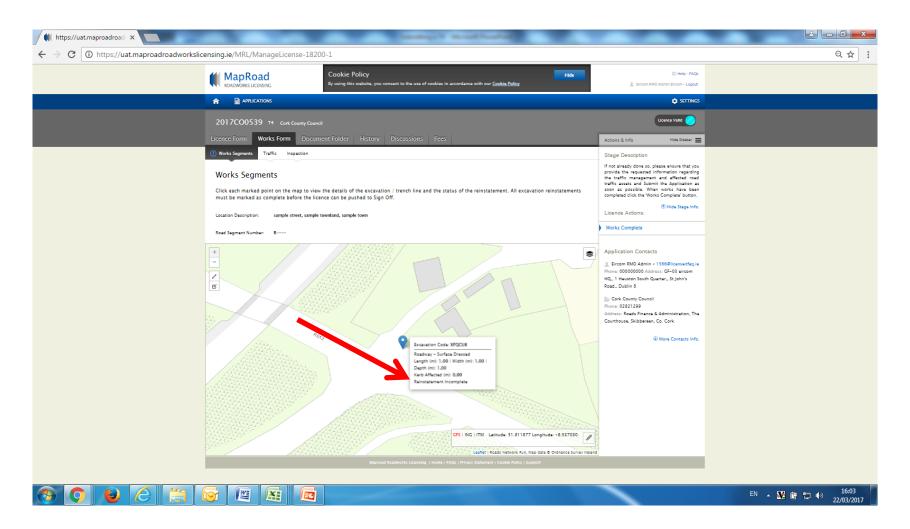

13

Traffic Management Plan selected visible to view, edit or delete.
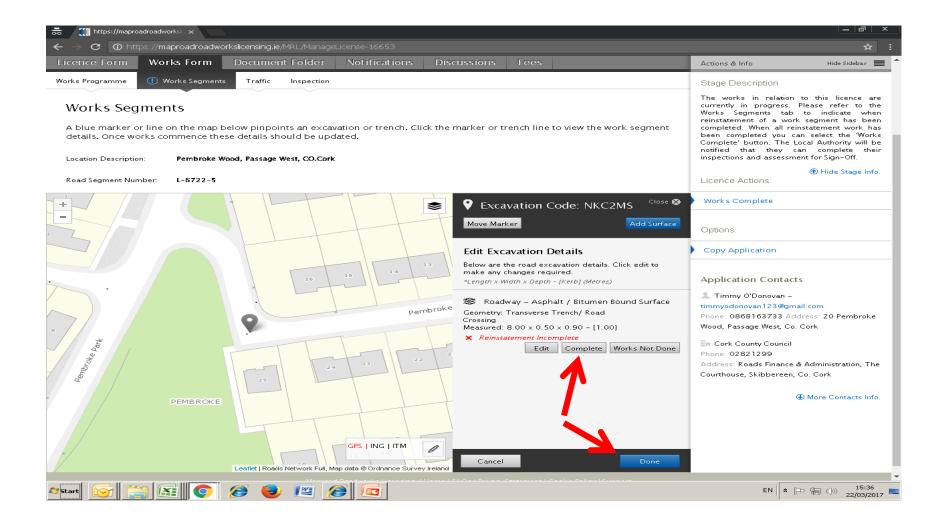Multiple plans may be attached.

Select "Licensing Area" and enter text if required and select "Confirm". When this box below disapperas a licence number will appear in the top left hand corner where previously was written "No Code".
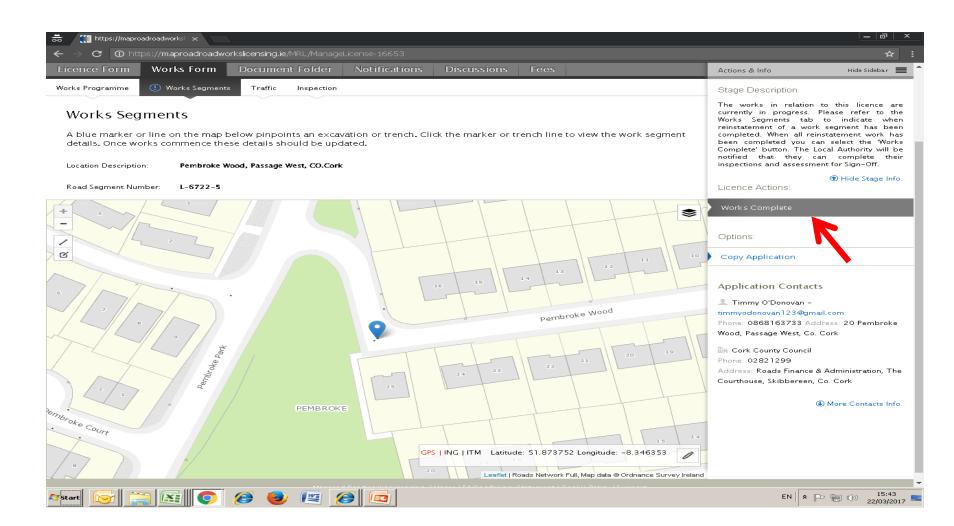
Once you have received a Licence no and in order to indicate to the local authority that the works are fully completed double click on the excavation marker.
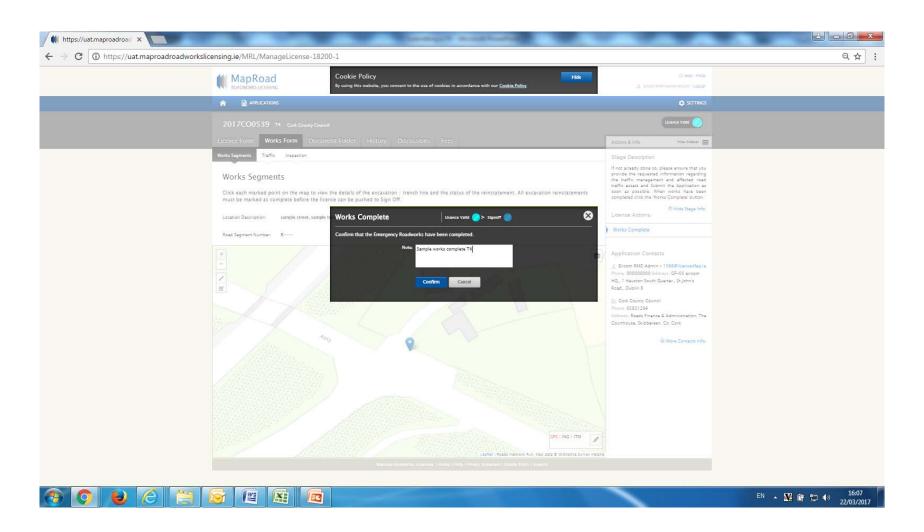
Select "Complete", then select "Confirm" which then changes to "Done"

Select "Works Complete"

Select Confirm to progress to Sign Off Stage.

Please submit any queries to the RMO through
Support@mrl.jitbit.com

Working together effectively

Ag obair go héifeachtach le chéile