



MapRoad
ROADWORKS LICENSING

Title: Conditioning Department Invited to Condition	
Reference:	31
Revision:	2
Date:	18/04/17

The Conditioner Approver invites the relevant conditioning group/groups.

All conditioners in the invited department are notified by email.

When a department has completed conditioning a member of the department should select “Department Sign Off” to indicate completion. Conditions cannot be reopened by the department after “Department Sign Off” unless conditioning is reopened by the condition approver and an email is issued.

Where multiple Conditioning Departments are invited the conditions made by all departments can be viewed by all invited conditioners.

The Conditioner Approver reviews all submitted conditions with an option to Approve/Deny/Edit each condition.

All invited conditioners can communicate with the Applicant using the discussion tab. They may raise a discussion and publish to the Applicant if required.

All invited Conditioners in Conditioning Departments can view all conditions submitted.

All conditioners in the invited department are notified by email. When invited conditioners open the application Under “Licence Form” on the “Conditions” tab they can see all departments invited to Condition. An invited conditioning department cannot raise an edit request. This must be done through the assigned licence user.

The screenshot displays the MapRoad Roadworks Licensing application. The main navigation bar includes tabs for Licence Form, Works Form, Document Folder, Notifications, Discussions, Fees, and Conditions. The 'Conditions' tab is active, showing a table of Conditioning Departments. A red arrow points to the 'Licence Form' tab, another red arrow points to the 'Conditions' tab, and a third red arrow points to the 'Add Condition' button at the bottom of the table.

Conditioning Group	Person In Charge	Signed Off By	Options	Show on page
Engineering Department	No person in charge of group	This group has not signed off	Department Sign-off	<input checked="" type="checkbox"/>
Traffic Department	No person in charge of group	This group has not signed off	Department Sign-off	<input checked="" type="checkbox"/>
Water Works Department	No person in charge of group	Aoife O'Neill	Reopen to Department	<input checked="" type="checkbox"/>
Area 1	No person in charge of group	This group has not signed off	Department Sign-off	<input checked="" type="checkbox"/>

Buttons at the bottom of the table: Add Condition, Invite Departments, Previous, Close.

Right sidebar content:

- Stage Description: Please review the application and add any specific conditions that are to apply to the licence. The Request Edit button on the licence form tabs can be used to highlight any changes you want the applicant to make to the application. A conditioning department can indicate they have finished conditioning by selecting the Department Sign-off option. All pending conditions must be processed by a Conditioner Approver before the application can be submitted for approval.
- Licence Actions: Submit for Approval, Refuse Licence
- Options: Takeover, Assign Licence
- Application Contacts: Eircom RMO Admin - eircom@rmo.ie, Phone: 000000000, Address: CF-03 eircom HO, 1 Heuston South Quarter, St John's

Members of invited groups may condition the application by selecting “Add Condition”
There are no time limits in MRL in relation to conditioning departments. Authorities will need to have procedures in place to ensure that adequate time is allocated for conditioning and turnaround.

If there are multiple users in the invited group, MRL will accept conditions from all members.
It is important that an invited department’s conditions do not conflict.

The screenshot displays the MapRoad Roadworks Licensing web application. The browser address bar shows the URL: <https://maproadroadworkslicensing.ie/MRL/ManageLicense-19134-5>. The application header includes the MapRoad logo, a Cookie Policy notice, and navigation links for Help, FAQs, and Logout. The main navigation bar shows 'LICENSING' and 'SETTINGS' tabs. The user is logged in as 'DLRD RMO Admin Account - Area 1' and is acting as a 'Road Opening Conditioner Approver'. The application details for '2017DR0002 T2 Eircom' are visible, along with a 'Conditioning' status indicator. The 'Licence Form' is selected, and the 'Conditions' tab is active. The 'Create Condition' form is displayed, allowing users to enter details for a new condition. The form includes a 'Select Condition Template' button, a 'Conditioning Department' dropdown menu, a 'Condition Title' text field, a 'Condition Description' text area with a rich text editor toolbar, a 'Fee' text field, and an 'Attachments' section with an 'Attach File(s)' button. The right sidebar contains a 'Stage Description' section with instructions on how to add conditions, a 'Licence Actions' section with buttons for 'Submit for Approval' and 'Refuse Licence', and an 'Application Contacts' section listing Eircom RMO Admin and Dún Laoghaire-Rathdown County Council. The bottom of the screen shows a Windows taskbar with various application icons and a system clock indicating 16:54 on 20/03/2017.

https://maproadroadworkslicensing.ie/MRL/ManageLicense-19134-5

MapRoad
ROADWORKS LICENSING

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Help - FAQs
O'Neill Dún Laoghaire-Rathdown County Council - Logout

LICENSING SETTINGS

Assigned: DLRD RMO Admin Account - Area 1
You're acting as: Road Opening Conditioner Approver

2017DR0002 T2 Eircom

Licence Form Works Form Document Folder Notifications Discussions Fees

Works Segments Works Details Traffic Assets Affected Standard Conditions Conditions

Create Condition

When creating a specific condition, you can enter details of the condition from scratch or choose a saved condition template and amend the details as required.

Select Condition Template

Conditioning Department: -

Condition Title:

Condition Description:

Fee:

Attachments: [Attach File\(s\)](#)

Confirm Cancel

Stage Description

Please review the application and add any specific conditions that are to apply to the licence. The Request Edit button on the licence form tabs can be used to highlight any changes you want the applicant to make to the application. A conditioning department can indicate they have finished conditioning by selecting the Department Sign-off option. All pending conditions must be processed by a Conditioner Approver before the application can be submitted for approval.

Licence Actions: [Hide Stage Info.](#)

[Submit for Approval](#)

[Refuse Licence](#)

Options:

[Takeover](#)

[Assign Licence](#)

Application Contacts

Eircom RMO Admin - eircom@rmo.ie
Phone: 000000000 Address: CF-03 eircom HQ., 1 Heuston South Quarter., St John's Road., Dublin 8

Dún Laoghaire-Rathdown County Council
Phone: 012054700
Address: County Hall, Marine Road, Dún

EN 16:54 20/03/2017

Conditioners may opt to select Condition Templates.

The screenshot displays the 'Create Condition' form in the MapRoad Roadworks Licensing system. The form includes fields for 'Conditioning Department', 'Condition Title', 'Condition Description' (with a rich text editor), 'Fee', and 'Attachments'. A red starburst overlay points to the 'Select Condition Template' button and the 'Condition Description' text area, with the text 'Refer to Manual Ref: 29 Condition Templates'.

MapRoad ROADWORKS LICENSING

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Assigned: DLRD RMO Admin Account - Area 1
You're acting as: Road Opening Conditioner Approver

2017DR0002 T2 Eircom

Navigation: Licence Form | Works Form | Document Folder | Notifications | Discussions | Fees | Conditions

Stage Description: Please review the application and add any specific conditions that are to apply to the licence. The Request Edit button on the licence form tabs can be used to highlight any changes you want the applicant to make to the application. A conditioning department can indicate they have finished conditioning by selecting the Department Sign-off option. All pending conditions must be processed by a Conditioner Approver before the application can be submitted for approval.

Licence Actions: [Submit for Approval](#) [Refuse Licence](#)

Options: [Takeover](#) [Assign Licence](#)

Application Contacts: Eircom RMO Admin - eircom@rmo.ie
Phone: 000000000 Address: CF-03 eircom HQ., 1 Heuston South Quarter., St John's Road., Dublin 8
Dún Laoghaire-Rathdown County Council
Phone: 012054700 Address: County Hall, Marine Road, Dún

Buttons: Confirm Cancel

Complete Mandatory Fields and select “Confirm”

The screenshot displays the MapRoad Roadworks Licensing web application. The browser address bar shows the URL: <https://maproadroadworkslicensing.ie/MRL/ManageLicense-19134-5>. The page header includes the MapRoad logo, a Cookie Policy notice, and navigation links for Help, FAQs, and Logout. The main navigation bar shows the user is logged in as 'DLRD RMO Admin Account - Area 1' and is acting as a 'Road Opening Conditioner Approver'. The 'Conditioning' tab is active.

The 'Create Condition' form is displayed, with the following fields and options:

- Conditioning Department:** Water Works Department (dropdown menu)
- Condition Title:** Sample text (text input field)
- Condition Description:** A rich text editor containing 'Sample Text'.
- Fee:** (empty text input field)
- Attachments:** (empty text input field with an 'Attach File(s)' button)

At the bottom of the form are 'Confirm' and 'Cancel' buttons.

The right sidebar contains a 'Stage Description' section with a detailed explanation of the conditioning process, a 'Licence Actions' section with buttons for 'Submit for Approval', 'Refuse Licence', 'Takeover', and 'Assign Licence', and an 'Application Contacts' section listing contact information for Eircom RMO Admin and Dún Laoghaire-Rathdown County Council.

Members of Conditioning Departments can view all conditions submitted by any invited departments. The status of submitted conditions defaults to “Pending”.

The screenshot displays the 'Conditions' tab for license 2017C00549. The interface includes a table for 'Conditioning Departments' and a list of 'Specific Conditions'.

Conditioning Departments

Conditioning Group	Person In Charge	Signed Off By	Sign Off	Show on page
Skibbereen	No person in charge of group	RMO Cork County Admin	Sign Off Complete	<input checked="" type="checkbox"/>
Traffic Department	No person in charge of group	This group has not signed off	Department Sign-off	<input checked="" type="checkbox"/>

Specific Conditions

Minutias ago Aoiife O'N

Licence Specific Condition

sample text

do not cross the road, dig on right hand side

Department: Traffic Department
Status: Pending

03 April 2017 RMO Cork County Admin 03 April 2017 RMO Cork County Admin

Licence Specific Condition

Condition relating to Unknown Road Opening

Details of the location of any unknown road opening shall be notified by email to the Road Opening Section by close of business on the day which it occurs.

The number of unknown road openings, covered by this licence, shall not exceed 10 in number and a further application shall then be made for subsequent unknown road openings.

Department: Skibbereen
Status: Approved
Fee: €1,000.00

Previous Close

Maproad Roadworks Licensing | Home | FAQs | Privacy Statement | Cookie Policy | Support

EN 11:17 13/04/2017

Specific Condition is submitted to Condition Approver for Approval.
Once the Invited Conditioning Department is completed please select
“Department Sign Off” under Options to indicate same.

The screenshot displays the MapRoad Roadworks Licensing web application. The browser address bar shows the URL: <https://uat.maproadroadworkslicensing.ie/MRL/ManageLicense-18238>. The page header includes the MapRoad logo, a Cookie Policy notice, and navigation links for Help, FAQs, and Logout. The main navigation bar shows the user is logged in as 'RMO Cork County Admin - Castlemore' and is acting as a 'Road Opening Conditioner'. The 'Conditioning' status is indicated by a yellow circle.

The 'Licence Form' tab is active, showing details for license '2017CO0553' under the 'Eircom' category. The 'Conditions' sub-tab is selected, displaying a table of 'Conditioning Departments'.

Conditioning Group	Person in Charge	Signed Off By	Sign Off	Show on page
Engineering Department	No person in charge of group	This group has not signed off		<input checked="" type="checkbox"/>
Traffic Department	No person in charge of group	This group has not signed off	Department Sign-off	<input checked="" type="checkbox"/>

A red arrow points to the 'Department Sign-off' button in the 'Sign Off' column for the 'Traffic Department' row.

Below the table, the 'Specific Conditions' section shows a list of conditions. The first condition is a 'Licence Specific Condition' titled 'Test Condition' with the description 'Engineering Traffic Condition'. It is marked as 'Condition Approved' and has a 'Comment' button. The second condition is another 'Licence Specific Condition' titled 'Condition re traffic' with the description 'work on road on another licence'. It is marked as 'Status: Pending' and has an 'Edit' button.

The right sidebar contains a 'Stage Description' section with instructions on how to use the application, an 'Options' section with a 'Hide Stage Info.' link, and an 'Application Contacts' section listing contact information for Eircom RMO Admin and Cork County Council.

Select “Department Sign off”

The screenshot displays the MapRoad Roadworks Licensing web application. The browser address bar shows the URL <https://uat.maproadroadworkslicensing.ie/MRL/ManageLicense-18238>. The page header includes the MapRoad logo, a Cookie Policy notice, and navigation links for LICENSING and SETTINGS. The main content area is titled '2017CO0553' and shows a 'Licence Form' with tabs for Works Form, Document Folder, History, Discussions, and Fees. The 'Conditions' tab is active, displaying a list of 'Conditioning Departments' and 'Specific Conditions'. A modal window titled 'Department Sign-off' is overlaid on the page, containing the text: 'By proceeding, you are indicating that your department has completed conditioning.' and buttons for 'Department Sign-off' and 'Cancel'. The modal also includes a 'Show on page' link. The background page shows a table of 'Conditioning Departments' with columns for 'Conditioning Group' and 'Person in Charge', and a table of 'Specific Conditions' with columns for 'Licence Specific Condition', 'Department', 'Status', and 'Fee'. The footer of the page contains navigation links and a timestamp of 11:08 on 18/04/2017.

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2017CO0553 TZ Eircorn

Licence Form Works Form Document Folder History Discussions Fees

Work Segments Work Details Traffic Assets Affected Standard Conditions Conditions

Conditions

All Standard Licensing Conditions are automatically attached to this licence. Click the Add Condition to add any specific conditions. All new conditions will need to be approved for inclusion on the licence.

Conditioning Departments

Conditioning Group	Person in Charge
Engineering Department	No person in charge of group
Traffic Department	No person in charge of group

Specific Conditions

Licence Specific Condition

Test Condition

Engineering Traffic Condition

Department: Engineering
Status: Approved

Licence Specific Condition

Condition re traffic

work on road on another licence

Department: Traffic
Status: Pending
Fee: €20.00

Department Sign-off

By proceeding, you are indicating that your department has completed conditioning.

Department Sign-off Cancel

Stage Description

Please review the application and add any specific conditions that are to apply to the licence. The Request Edit button on the licence form tabs can be used to highlight any changes you want the applicant to make to the application. A conditioning department can indicate they have finished conditioning by selecting the Department Sign-off option. All pending conditions must be processed by a Conditioner Approver before the application can be submitted for approval.

Options:

Assign Licence

Application Contacts

Bircorn RMO Admin - 1566@licensing.ie
Phone: 000000000 Address: GF-02 Eircorn HQ, 1 Hauston South Quarter, St John's Road, Dublin 8

Cork County Council
Phone: 02021299
Address: Roads Finance & Administration, The Courthouse, Skibbereen, Co. Cork

More Contacts Info

“Signed Off By” column lists the individual in the Department who signed off on behalf of the conditioning group. The Conditioner Approver may reopen Conditioning to the Invited Department if required.

The screenshot displays the MapRoad Roadworks Licensing web application. The main content area is titled 'Conditions' and shows a table of conditioning departments. A red arrow points to the 'Signed Off By' column for the 'Water Works Department' row, which shows 'Aoife O'Neill'.

Conditioning Group	Person in Charge	Signed Off By	Options	Show on page
Engineering Department	No person in charge of group	This group has not signed off	Department Sign-off	<input checked="" type="checkbox"/>
Traffic Department	No person in charge of group	This group has not signed off	Department Sign-off	<input checked="" type="checkbox"/>
Water Works Department	No person in charge of group	Aoife O'Neill	Reopen to Department	<input checked="" type="checkbox"/>
Area 1	No person in charge of group	This group has not signed off	Department Sign-off	<input checked="" type="checkbox"/>

Below the table, there is a 'Licence Specific Condition' section with a 'Sample text' field and buttons for 'Edit', 'Approve', and 'Deny'. The 'Approve' button is highlighted.

On the right side, there is a 'Stage Description' section with a 'Please review the application and add any specific conditions that are to apply to the licence. The Request Edit button on the licence form tabs can be used to highlight any changes you want the applicant to make to the application. A conditioning department can indicate they have finished conditioning by selecting the Department Sign-off option. All pending conditions must be processed by a Conditioner Approver before the application can be submitted for approval.' and a 'Licence Actions' section with buttons for 'Submit for Approval', 'Refuse Licence', 'Takeover', and 'Assign Licence'.

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