**Asset Protection Initial Enquiry Questionnaire**

* This form covers all types of works; please complete the sections relevant to you
* If you are unsure of the answer to any question, please leave blank except for mandatory fields
* For any tender enquiries, please ask the proposer of the works to complete this questionnaire

*Please note: works should not commence, and no access is permitted onto Network Rail land until confirmation is received from the Network Rail Construction Manager.*

Date: DD/MM/YY  
Asset Protection Reference No. (if known) Click or tap here to enter text.

|  |  |
| --- | --- |
| **PROPOSER (Client) OF THE WORKS** (mandatory)  Company Name: Click or tap here to enter text. Contact Name: Click or tap here to enter text. Address: Click or tap here to enter text. Post Code: Click or tap here to enter text. Telephone: Click or tap here to enter text. Email: Click or tap here to enter text. | **YOUR CONTACT DETAILS** (if different) Company Name: Click or tap here to enter text. Contact Name: Click or tap here to enter text. Telephone: Click or tap here to enter text. Email: Click or tap here to enter text. Role within Project: Click or tap here to enter text. |
| **LOCATION OF WORKS** (mandatory) Street name & house number/name: Click or tap here to enter text. Town/Village: Click or tap here to enter text.  County: Click or tap here to enter text. Post Code: Click or tap here to enter text. Grid Reference - XY Eastings / Northings: Click or tap here to enter text. *If unsure please use a suitable online grid reference finder* | |
| Additional location information: Click or tap here to enter text. | |
| Aspirational date of commencement on site: (mandatory) DD/MM/YY | |
| Anticipated duration: Click or tap here to enter text. | |
| Please give a brief description of your works: (mandatory) Click or tap here to enter text. | |

**ACCESS AND MINOR WORKS**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Do you require access to Network Rail land? | Yes |  | No |  |
| Do your works include tree felling/pruning or vegetation management adjacent to the railway? | Yes |  | No |  |

**ARE YOU WORKING FOR A UTILITY PROVIDER OR HIGHWAYS DEPT?** (Skip this section if not required)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Are you undertaking utility/road works within the public highway covered under NRSWA? | Yes |  | No |  |
| Are you undertaking utility/road works as part of a new development (not NRSWA)? | Yes |  | No |  |
| Please provide NRSWA reference number: Click or tap here to enter text. | | | | |
| **Do your works involve:** | | | | |
| electricity? | Yes |  | No |  |
| gas? | Yes |  | No |  |
| pumped water, gravity drain or sewerage? | Yes |  | No |  |
| telecoms? | Yes |  | No |  |
| Other? (e.g. oil pipeline) | Yes |  | No |  |
| Highway maintenance/improvements/potholes? | Yes |  | No |  |
| **Are your works:** |  |  |  |  |
| within 200m of a level crossing? | Yes |  | No |  |
| on overhead lines near/crossing the railway? | Yes |  | No |  |
| on a bridge over the railway? | Yes |  | No |  |
| under a bridge carrying the railway? | Yes |  | No |  |
| *Please attach your traffic management plan* | | | | |
| *If you need to inform Network Rail of a power outage,* p*lease contact:* [*PowerOutage@networkrail.co.uk*](mailto:PowerOutage@networkrail.co.uk) | | | | |

**PLANNING AND CONSENTS** (Skip this section if not required)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Please confirm whether there are any Network Rail Wayleaves, Easements, or Licences that relate to the site? If not, and you require one, please contact the Property Services team for your area. If you are a Statutory supplier, proposing works in relation to utilities and services, please contact: [Easements&wayleaves@networkrail.co.uk](mailto:Easements&wayleaves@networkrail.co.uk). | Yes |  | No |  |
| Please confirm if you have applied to a Local Authority for planning permission | Yes |  | No |  |
| Provide details of planning application – name of authority, reference number and date approval granted, if applicable: Click or tap here to enter text. | | | | |
| Is there a Development Consent Order, Compulsory Purchase order (DCO/CPO) associated with these works? | Yes |  | No |  |
| Provide DCO/CPO details: Click or tap here to enter text. | | | | |
| Is any part of the site on former railway land or are there any Restrictive Covenants in favour of Network Rail, Railtrack or British Railway Board in relation to this site? | Yes |  | No |  |
| *If you require a Network Rail buried services search, please email* [OPBuriedServicesEnquiries@networkrail.co.uk](mailto:OPBuriedServicesEnquiries@networkrail.co.uk) | | | | |

**BUILDING AND MAINTENANCE WORKS, USE OF CRANES & MOBILE PLANT** (Skip this section if not required)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Are you using a crane or mobile plant? | Yes |  | No |  |
| If yes, please specify type e.g. MEWP, mobile crane etc: Click or tap here to enter text. | | | | |
| Are you constructing a building/development adjacent or carrying out repairs/maintenance/alterations?  Please specify type of foundations or ground remediation details in ‘additional information’ section at the end | Yes |  | No |  |
| Do your works include scaffolding or working at height?  If yes, please give details in ‘additional information’ section at the end | Yes |  | No |  |
| Are you demolishing existing buildings? | Yes |  | No |  |
| Are your works near a railway tunnel? | Yes |  | No |  |
| If yes, please provide the tunnel name if you know it: Click or tap here to enter text. | | | | |

**WORKS AFFECTING NETWORK RAIL ASSETS**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Do your works involve any of the following:** | | | | |
| Construction of a new bridge over/under the railway | Yes |  | No |  |
| Demolition / alteration/ maintenance of a bridge structure | Yes |  | No |  |
| Bridge Inspection | Yes |  | No |  |
| Installation of a new under track crossing for new pipes / cables / ducts across the railway corridor | Yes |  | No |  |
| Renewal or laying of additional pipes / cables / ducts in an existing route | Yes |  | No |  |
| Railway overhead electrification lines | Yes |  | No |  |
| A Flood defence scheme? | Yes |  | No |  |
| Excavations on or near NR property | Yes |  | No |  |
| Drainage on or near NR property | Yes |  | No |  |
| Ground investigations on or near NR property | Yes |  | No |  |
| Erection of telecoms masts & interference analysis | Yes |  | No |  |
| Works at stations | Yes |  | No |  |
| Fencing and boundary works | Yes |  | No |  |

**MAPS, DRAWINGS & PLANS**  
Please attach location maps plus any general Arrangement, Elevations, Drainage, Foundation Layout, Site levels as applicable.

Please supply photos of the site if available to help us understand any specific site constraints or hazards that are present.

Please note there is a limit size of 10Mb for each email sent to Network Rail. Due to security we are unable to access most drop box facilities.

|  |
| --- |
| Additional Information: Click or tap here to enter text. |

Thank you for taking the time to complete this questionnaire.   
Please send it, with any attachments, to the appropriate Asset Protection Team for your location – see map on the [Website](https://www.networkrail.co.uk/communities/lineside-neighbours/working-by-the-railway/contact-asset-protection-team/) for reference. A member of the area team will then contact you to discuss your works.

|  |  |
| --- | --- |
| **Asset Protection Team** | **Email Address** |
| Scotland | [AssetProtectionScotland@networkrail.co.uk](mailto:AssetProtectionScotland@networkrail.co.uk) |
| Central | [AssetProtectionLNWNorth@networkrail.co.uk](mailto:AssetProtectionLNWNorth@networkrail.co.uk) |
| West Coast Mainline South | [AssetProtectionLNWSouth@networkrail.co.uk](mailto:AssetProtectionLNWSouth@networkrail.co.uk) |
| East Midlands, North East & Coast | [AssetProtectionEastern@networkrail.co.uk](mailto:AssetProtectionEastern@networkrail.co.uk) |
| Wales | [AssetProtectionWales@networkrail.co.uk](mailto:AssetProtectionWales@networkrail.co.uk) |
| Anglia | [AssetProtectionAnglia@networkrail.co.uk](mailto:AssetProtectionAnglia@networkrail.co.uk) |
| Western | [AssetProtectionWestern@networkrail.co.uk](mailto:AssetProtectionWestern@networkrail.co.uk) |
| Kent and Sussex | [AssetProtectionLondonSouthEast@networkrail.co.uk](mailto:AssetProtectionLondonSouthEast@networkrail.co.uk) |
| Wessex | [AssetProtectionWessex@networkrail.co.uk](mailto:AssetProtectionWessex@networkrail.co.uk) |
| High Speed | [AssetProtectionHighSpeed1@networkrail.co.uk](mailto:AssetProtectionHighSpeed1@networkrail.co.uk) |