

# Annexure D – 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     Upgrade or Additional Authorisation

## 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](mailto:ASPLLevel3@ausgrid.com.au) requesting the number be created. This number will be required when logging into the eLearning page to complete the *Cyber Security* training.

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

Trading name (as appears on the letter from the **NSW Office of Energy and Climate Change** 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 proof of identity (drivers license, passport etc)
- A copy of the company's **NSW Office of Energy and Climate Change** accreditation letter (receipt not accepted)
- A copy of the individual's **NSW Office of Energy and Climate Change** accreditation registration letter (receipt not accepted)
- A 'JPEG' passport style colour photo of the applicant

### I certify that I have:

- A copy of and have read and understand Ausgrid's Code of Conduct
- Completed Ausgrid's Cyber Security 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 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 Office of Energy and Climate Change** Accreditation of Providers of Contestable Services (Scheme Rules).

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Supervisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\*Please send completed form and supporting documentation

to: [ASPLLevel3@ausgrid.com.au](mailto:ASPLLevel3@ausgrid.com.au) (Enquires should be via email to the same address)

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