

TMP Reference	[ENTER TMP REFERENCE]	RCA consent and/or RCA contract reference	[Add reference, for example the corridor access request (CAR) or work access permit (WAP) and/or any RCA contract reference.]	2. TMP GENERAL FORM
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2. TMP General Form

The general form is for the Site Traffic Management Supervisor (STMS). It contains all general information that applies to all TMDs associated with this TMP. The TMP General Form must be held onsite at all times (along with whichever TMD Form (TMD) is installed at that time). Any sections that are not applicable to the TMP can be removed leaving only the heading crossed out.

2.1. Organisations / TMP Reference

2.1.1. TMP reference: [Add The Reference Number]	2.1.2. Activity Lead Contractor: [State the name of the contractor responsible for the working space]	2.1.3. Contracting PCBU (Client): [State the name of the principal or client for this project (eg Waka Kotahi)]
2.1.4. Attached TMD Forms [Number of attached TMD Forms (separate TMD phases/stages, not including installation/removal layouts)]	2.1.5. Contractor (TTM): [State the name of the contractor responsible for the TTM]	2.1.6. RCA(s): [State the name of all RCAs that are affected by this TMP]

2.2. Location Details and Road Characteristics

Road names	Suburb	Start / finish	Road level and category	Permanent speed	AADT
[ADD ROWS AS REQUIRED. Include the road name/s and any affected intersections.]	[Indicate the suburb.]	[Enter house numbers, route positions or other accurate position]	[Enter RCA designation]	[Enter highest permanent limit]	[Include AADT. The RCA or engineer must provide this information if available]

2.2.1. Additional Traffic Details (main route)

[May include hourly volume information peak flow information, heavy vehicle information, Over Dimensional route classification, HPMV route]

2.3. Overall Programme

Start Date	[Enter earliest date of any activity (including TTM)]	End Date	[Enter latest date activity may finish including alternate dates and TTM component/s]
TTM commencement time	[Enter earliest time TTM installation may start]	TTM removal complete time	[Enter latest time that TTM removal must be complete]
Activity Start Time	[Enter earliest time activity may commence after TTM installation. Use 24hrs if continuous]	Activity End Time	[Enter Latest Time Activity Must Cease Before TTM Removal Occurs. Use 24hrs If Continuous]

2.4. Overall Activity Description

[Provide an accurate and complete description of the work or activity focussed on space requirements and the plant, machinery, materials etc. required]

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2.5. Overall Staging/Phasing Description

[Provide an explanation of the staging of the operation and how the different TMDs are used across the length of the activity period]

2.6. General Activity Risks

Any risks that are isolated to specific TMDs can be outlined within the **3. TMD Form** for those TMDs

As per attached Risk Assessment

2.7. General Environment Risks

Any risks that are isolated to specific TMDs can be outlined within the **3. TMD Form** for those TMDs

As per attached Risk Assessment

2.8. Transport Aspects Affected

Check all that apply. For each item affected, evidence of how these affects are managed must be included in each **TMD Form** (where those affects are present). **Items that are not applicable can be struck through in the table.**

2.8.1. Aspect Affected	TMDs with these impacts
2.8.1.1. Pedestrian users?	
2.8.1.2. Cyclist users?	
2.8.1.3. Property access?	
2.8.1.4. Controlled street parking?	
2.8.1.5. Permanent traffic signals?	
2.8.1.6. Public transport operations?	
2.8.1.7. Interface with rail corridor?	
2.8.1.8. Over dimensional route?	
2.8.1.9. Traffic lanes?	

2.9. Proposed Temporary Speed Limit(s) (TSL(s))

Temporary Speed Limits are in terms of Section 7 of Land Transport Rule: Setting of Speed Limits 2022. This information must be retained for 12 months. Additional rows may be added if required. Attended and/or unattended rows may be removed if not applicable.

	TSL details as required (additional rows may be added if required)	Times (from and to)	Dates (start and finish)	TMD Reference
Active Site TSLs	A temporary maximum speed limit of [speed]km/h is hereby fixed for motor vehicles travelling over the length of [distance]m situated between [house no.RP] and [house no.RP] on [street or road name]	[Provide the hours that the TSL will apply from and to. use 24hrs if continuous between the stated dates]	[Add The Date Range For The TSL to be applied.]	[List the TMDs this TSL applies to]

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Inactive Site TSLs	A temporary maximum speed limit of [speed]km/h is hereby fixed for motor vehicles travelling over the length of [distance]m situated between [house no.RP] and [house no.RP] on [street or road name]	[As above, but for the unattended TSL application]	[As above, but for the unattended TSL application]	[As above, but for the unattended TSL application]
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2.10. Traffic Control Devices and Road Safety Hardware

2.10.1. Temporary Road Barrier System	[If used, Barrier Design Statement must be attached. Provide the road name and drawing reference for any Temporary Road Safety Barrier System(s) (TRSBS) associated with this TMP. If no TRSBS are required, this section can be removed]
2.10.2. Temporary Traffic Signals or Manual Traffic Control Systems	[Provide details of any Temporary Traffic Signals or Electronic Vehicle Control System used as part of this TMP - specifically the Waka Kotahi approved make and model. If Temporary Traffic Signals are not used, this row can be removed from the table.]

2.11. Public Notification

[Required where activity may cause disruption to stakeholders. RCA to define when these are required. Include details of notices proposed to be advertised via local radio or newspapers or distributed to local residents. Refer to RCA requirements.]

2.12. General Contingency Plans

These contingency plans apply to all TMDs. Specific contingency plans (related to individual TMDs) are included within those TMD forms.

[Add additional contingencies appropriate to the worksite. To be identified by the applicant i.e. steel plates to quickly cover excavations.]

2.13. Practice Note Alignment

[Provide indication of any alignment to a specific NZGTTM practice note]

2.14. Other Information

[Provide any further general overarching site information that applies to all TMDs.]

2.15. Traffic Management Diagrams (TMDs)

2.15.1. Installation, Maintenance and Removal TMDs <i>Installation, maintenance and removal diagrams may be used in conjunction with any other stages, phases or operations and do not require overarching 3. TMD Form documents</i>	
Number	Title
[Enter Install/Removal TMD number]	[Enter name of attached install/removal TMD]
[As above. Add rows as required]	[As above. Add rows as required]

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2.15.2. General TMDs
Each of the following listed TMDs represented by a series of sheets depicting one phase, stage or separate TTM operation.
Each **must** have a covering 3. TMD Form document providing all specific information related to that TMD.

Diagram Number	Title	No. of Sheets
[Enter TMD number]	[Enter name of attached TMD]	[Number of Diagram Sheets]
[As above. Add rows as required]	[As above. Add rows as required]	

2.16. Contact Information

	Name (Full name and email address)	24/7 contact number	Qualification	Qualification ID	Expiry date
Contracting PCBU	[Representative from the Contracting PCBU (same organisation as listed in the Organisation details section.)]	[24/7 contact number]	[Optional]	[Optional]	[Optional]
Corridor Manager	[Name]	[24/7 contact number]	[Optional]	[Optional]	[Optional]
Lead Contractor	[State name of the contracting company or organisation and the name of their contact person]	[24/7 contact number]	[Optional]	[Optional]	[Optional]
TTM Contractor/ Provider	[State name of the TTM contractor/provider and the name of their contact 24/7 person]	[24/7 contact number]	[Optional]	[Optional]	[Optional]
[Add relevant additional parties to the table as required]	[For example, a secondary TTM contact person, a specific STMS, or a secondary contractor. May include a secondary TTM Designer (probationary). If not required, this row can be removed]	[24/7 contact number]	[Optional]	[Optional]	[Optional]

2.17. TMP Preparation

<i>This TMP has been prepared to provide, as far as reasonably practicable, a safe and fit for purpose TTM system</i>					
Preparation	[Name of TTM Designer responsible for preparation of this TMP]	[Date prepared]		[STMS qualification level]	[Expiry date of qualification]
	<i>Name</i>	<i>Date</i>	<i>Signature</i>	<i>STMS Qual.</i>	<i>Expiry date</i>
	[Contact email for TTM Designer]	[Contact number for TTM Planner]		[STMS ID number]	<input type="checkbox"/>
	<i>Contact email</i>	<i>Contact number</i>		<i>CoPTTM ID no.</i>	<i>TTMD Qualified</i>

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2.18. TMP Review & Approval

[FOR REVIEWER USE ONLY]

This TMP is reviewed on the following basis:

1. To the best of the reviewer's judgment this TMP conforms to the requirements of the NZGTTM and all associated legislation, rules, regulations, and standards.
2. The TMP provides so far as is reasonably practicable, a safe and fit for purpose TTM system.
3. The STMS for the activity is reminded that it is the STMS's duty to ensure that risks associated with the activity onsite must be, so far as reasonably practicable, eliminated or if not, minimised.

TMP Reviewed

<i>Name</i>	<i>Date</i>	<i>Signature</i>	<i>Organisation</i>	<i>Position</i>	<i>Qualification</i>
Number of 3. TMD Form attachments at the time of review					

[FOR APPROVER USE ONLY]

This TMP is approved on the following basis:

4. To the best of the reviewer's judgment this TMP conforms to the requirements of the NZGTTM and all associated legislation, rules, regulations, and standards.
5. The TMP provides so far as is reasonably practicable, a safe and fit for purpose TTM system.
6. The STMS for the activity is reminded that it is the STMS's duty to ensure that risks associated with the activity onsite must be, so far as reasonably practicable, eliminated or if not, minimised.

TMP Approved

<i>Name</i>	<i>Date</i>	<i>Signature</i>	<i>Organisation</i>	<i>Position</i>	<i>Qualification</i>
Number of 3. TMD Form attachments at the time of approval					

2.19. Road Controlling Authority Acceptance

[FOR ROAD CONTROLLING AUTHORITY USE ONLY]

Acceptance of this TMP authorises:

1. The use of all traffic signs included in the TMP or attached traffic management diagrams.
2. The installation of any prohibition of vehicular traffic operation included in the TMP and attached traffic management diagrams
3. The installation of any temporary speed limit(s) included in the TMP and attached traffic management diagrams
4. This plan is approved on the basis that the activity, the location, and the road environment have been correctly represented by the TTM Designer. Any inaccuracy in the portrayal of this information is the responsibility of the TTM Designer.

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<i>Name</i>	<i>Date</i>	<i>Signature</i>	<i>ID no.</i>	<i>Qualificatio n</i>	<i>Expiry date</i>
Number of 3. TMD Form attachments at the time of acceptance					