

TMP or generic plan reference

On-site record must be retained with TMP for 12 months.

**ON-SITE RECORD**

To be used if information below not covered in company documentation.

Location details	Road names(s):	House number/RPs:	Suburb:		
STMS (in charge)					
	Name	ID Number	Expiry date	Signature	Date and time
TC/STMS-NP (delegation)					
	Name	ID Number	Expiry date	Signature	Date and time

**Site monitoring**

Site to be monitored 2 hourly and inspection documented below. If site control delegated to a TC/STMS-NP the STMS must inspect the site once each day.

Monitoring	High-visibility garment worn by	Signs positioned OK?	Conflicting signs covered?	Correct delineation?	Minimum lane widths met?	Positive TTM?	Footpath standards met?	Cycle lane standards met?	Traffic flows OK?	Adequate property access?	Comment	Date	Time	Signed by
Site set up														
2 hourly														
2 hourly														
2 hourly														
2 hourly														
2 hourly														
2 hourly														
Site removal														

**Temporary speed limit** – it is a legal requirement to record the placement and location of TSLs.

<u>Date installed:</u>	<u>TSL speed:</u>	<u>Placement (RPs or street numbers):</u>	<u>Length of TSL (m):</u>	<u>Date removed:</u>
<u>Time:</u>		<u>From:</u> <u>To:</u>		<u>Time:</u>
<u>Date installed:</u>	<u>TSL speed:</u>	<u>Placement (RPs or street numbers):</u>	<u>Length of TSL (m):</u>	<u>Date removed:</u>
<u>Time:</u>		<u>From:</u> <u>To:</u>		<u>Time:</u>
<u>Date installed:</u>	<u>TSL speed:</u>	<u>Placement (RPs or street numbers):</u>	<u>Length of TSL (m):</u>	<u>Date removed:</u>
<u>Time:</u>		<u>From:</u> <u>To:</u>		<u>Time:</u>
<u>Date installed:</u>	<u>TSL speed:</u>	<u>Placement (RPs or street numbers):</u>	<u>Length of TSL (m):</u>	<u>Date removed:</u>
<u>Time:</u>		<u>From:</u> <u>To:</u>		<u>Time:</u>