



ASSET OPERATOR / MAINTAINER DRAWINGS ACCEPTANCE FORM

(BUS, TRAIN & TRAM)

ACCEPTANCE FORM (AF Number)	AFXXXX – AF To Be Requested Through SAPTA Asset Management Document Control
MOC NUMBER:	(Not Applicable if a Bus Project)
MOC TITLE:	

STEP A: Drawing Details

DRAWING PURPOSE: E.G. FINAL DESIGN DRAWINGS STAGE

PROJECT DETAILS	
FILE NUMBER	
RAIL LINE / BUS ROUTE	
PROJECT DESCRIPTION	

DRAWING DETAILS	
WORK PACKAGE NUMBER	
WORK PACKAGE NAME	
CONTRACTOR	
DESIGNER	

DESIGN DRAWING LIST (DATA SHOULD BE TYPED AND LEGIBLE) If more than 4 drawings a separate excel spreadsheet is required to be submitted with this form.			
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DRAWING NUMBER:	REVISION	DRAWING TITLE	STATUS
If a New Drawing Number, Refer FR-AM-GE-806			

Status – Use Either N (NEW), M (MODIFIED), U (UN-CHANGED) OR A (ARCHIVE)

Comments:

OFFICIAL**STEP B: Technical Signoffs**

CATEGORY	REFERENCE / NUMBER	NOTES	DATE
DESIGN CERTIFICATES		CERTIFICATE OF COMPLIANCE <Insert package name>	
CONSTRUCTION CERTIFICATES		CERTIFICATE OF COMPLIANCE <Insert package name>	
INDEPENDENT CERTIFICATION DESIGN	IDC Certificate No.	INDEPENDENT DESIGN CERTIFIER CERTIFICATION <Insert package name>	
INDEPENDENT CERTIFICATION CONSTRUCTION	ICV Certificate No.	INDEPENDENT CONSTRUCTION VERIFIER CERTIFICATION <Insert package name>	
DESIGN REPORT			
ISSUES & COMMENTS FORM			

SAPTA (ASSET OWNER) AND ASSET OPERATOR / MAINTAINER TECHNICAL REVIEW

NAME	POSITION TITLE	SIGNATURE	DATE
	Asset Operator/Maintainer - Manager		
	SAPTA – Functional Group Technical Lead / Manager		

STEP C: Operator / Maintainer Acceptance of As Built Drawings

ACCEPTING OFFICER'S NAME			
POSITION	Asset Operator/Maintainer Manager or Representative		
I Accept the Drawings for Uploading into the Technical Library			
SIGNATURE			DATE
<input type="checkbox"/> Accepted for Use (For Design)		<input type="checkbox"/> Accepted for Information Only	
COMMENTS:			

Final Handover Requirements:

- **For As Built Drawings** - This Form is to Accompany the As Built Drawing Files
- **Once Accepted** - Drawings Must be Submitted to the Appropriate Technical Library