<p style="text-align:center">**Western Australian**</p>

Traffic Management Aide Memoire

Vehicle Control Point (VCP) Type	Access Level	Access	Rationale	Identification or Authorisation
Full Road Closure	NO ENTRY Exclusion Zone Emergency Responders Only Access	• Fire Services • Other Emergency Services • Essential Services on notification from the Incident Management Team • A person authorised by the Incident Controller or delegate	• Designated area is: o being; or has o likely to be impacted by fire/emergency • Access route is blocked and/or danger of hazards	• Fire unit • Fire Agency ID • Emergency or Essential Services ID • Authority of Incident Controller
Partial Road Closure	RESTRICTED ACCESS PERMIT SYSTEM Emergency Services and Restricted Access Permit Holders	• As Above and • Restricted Access Permit Holders	• Access Route may not be: o Clear and o Danger of hazards may persist ie: fallen trees/powerlines	• As Above and • Restricted Access Permit Holders

Refer all other enquires relating to access permits to the Incident Management Team

Emergency Access Permits, Stickers, Valid ID and Essential Services Examples

Permits and Stickers

Essential Services Identifying Logos

Valid ID Samples

Traffic Access Management Officer Checklist

☐ Incident Controllers (IC) may prohibit movement within, into, out or around an incident area, direct an evacuation and remove persons from an area, close roads, access routes or waterways either fully or partially.

☐ IC may appoint / request a Traffic Access Management Officer (TAMO) under the Planning and Operations Function of the Incident Management Team (IMT).

☐ IC, in conjunction with the TAMO's or the planning section, identifies a requirement for Restricted Access Area/s, Permits and Restricted Access Area entry and exit point/s.

☐ TAMO's arrive on site for planning purposes ahead of a Restrict Access Permit (RAP) team/unit. Note - to ensure a full risk assessment and associated actions are carried out this may be the day before a RAP team is deployed.

☐ TAMO commences a Traffic Management Plan, a risk assessment (in conjunction with a Safety Advisor) and utilises any Standard Operating Procedures relevant to a RAP system.

☐ TAMO consults with WA Police Force and traffic management controller.

☐ TAMO provides risk assessment including actions undertaken to ensure roadways are safe to Incident Controller for approval.

☐ IC approves Restricted Access Area.

☐ TAMO requests on behalf of the IMT a cadre of trained personnel for the issuing of Restricted Access Permits i.e. (RAP team).

☐ Permit conditions determination is made by the IC, with consultation from the Local Emergency Coordinator.

☐ TAMO Operations briefs the Restrict Access Permit Team/Unit (RAPU) as to conditions for permits to be issued.

☐ Vehicle Control Point (VCP) location or locations are established and staffed to allow for Restricted Entry.

☐ RAPU reporting to the TAMO Operations issues RAP's utilising a permit sticker, a paper permit, or an ID card (see examples on Page 2) via Restricted Access Area Issuing Point at a community facility such as an evacuation centre or community centre.

☐ Identified VCP must have an VCP officer, entry and exit permit officer. It is preferred that an identified VCP have a WA Police Force officer in attendance, where possible.

☐ Community must be notified via the Public Information Officer or Community Liaison Unit about the location and details of the VCP for restricted access.