

# Requesting Authority to Access

## Quick reference guide



*Raising a request for Authority to Access through Permitted is for access only. Works should be planned and approved before the access permit process begins.*

**Authority to Access (WAPs\*) are required every time you need to access any portion of the site.**



### The mandatory requirements for an Authority to Access request (ATA) must contain:

- The scope of work being performed (including inspections)
- Where the work will be conducted
- The date and time required
- All individual(s) that will be attending site.

Authority to Access requests (WAPs\*) will be reviewed to determine if the request to access site is valid and all information provided is sufficient.



### Tip

Once you have created your first ATA, you can duplicate a new ATA from a previously approved one.

Navigate into your approved ATA and select the "More" option and then "Create from WAP". This will then copy all your details across (Scope of work, locations, attendees, attached documents and risk identification questions). You will just need to select the new dates and modify any details that have changed.



### Support

Queries around the type of work, hazards, locations, dates/times can be raised with your Site Contact.

Queries around issues with Permitted (logging in, adding attendees, additional sites) are managed by the Transurban Service Desk.

**Phone:** 1 855 337 5880    **Email:** [TechnologyServiceDesk@transurban.com](mailto:TechnologyServiceDesk@transurban.com)

### Request an Authority to Access

*Any individual with a site ready permitted account can create an Authority to Access (ATA) request.*

1. Select Create > Create WAP. Then select the Transurban USA Site
2. Select the zone from the "Select Zone" drop down list (I-95, I-395 or I-495)
3. Enter a description of the purpose of the access in the "Scope of Works" field. On the first line, provide a summary about what the works entail. Continue to provide more detailed information about what the works are for and where you will need access to.
4. Select all the dates access is required for using the "Select Dates" calendar. You can select up to 5 calendar days from the current date. Select the site arrival and finish time for each date and select Next. Please contact your Transurban contact if the dates/times you need are not shown.
5. Search for the names of attendees who will also need access as part of this ATA (additional attendees can be added to an ATA at a later stage)
6. Search and add all required locations you will need to access. Search for locations using terms like 'Mainline', 'Ramp', 'Tolling', 'VMS' etc. or select from your recently used locations below. Once all required locations have been added, scroll to the bottom and select next. (Refer to page 2 - for a list of all locations).
7. Enter the number of keys required and provide the Maximo Work Order number (if applicable).
8. Complete the Risk Identification questionnaire and answer all validation questions and upload any required documents.
9. Read and "Accept" the ATA Agreement and Confirmation statement and select next. After accepting the Agreement and Confirmation statement the ATA request will move to 'Pending Approval' and Transurban will review your permit.



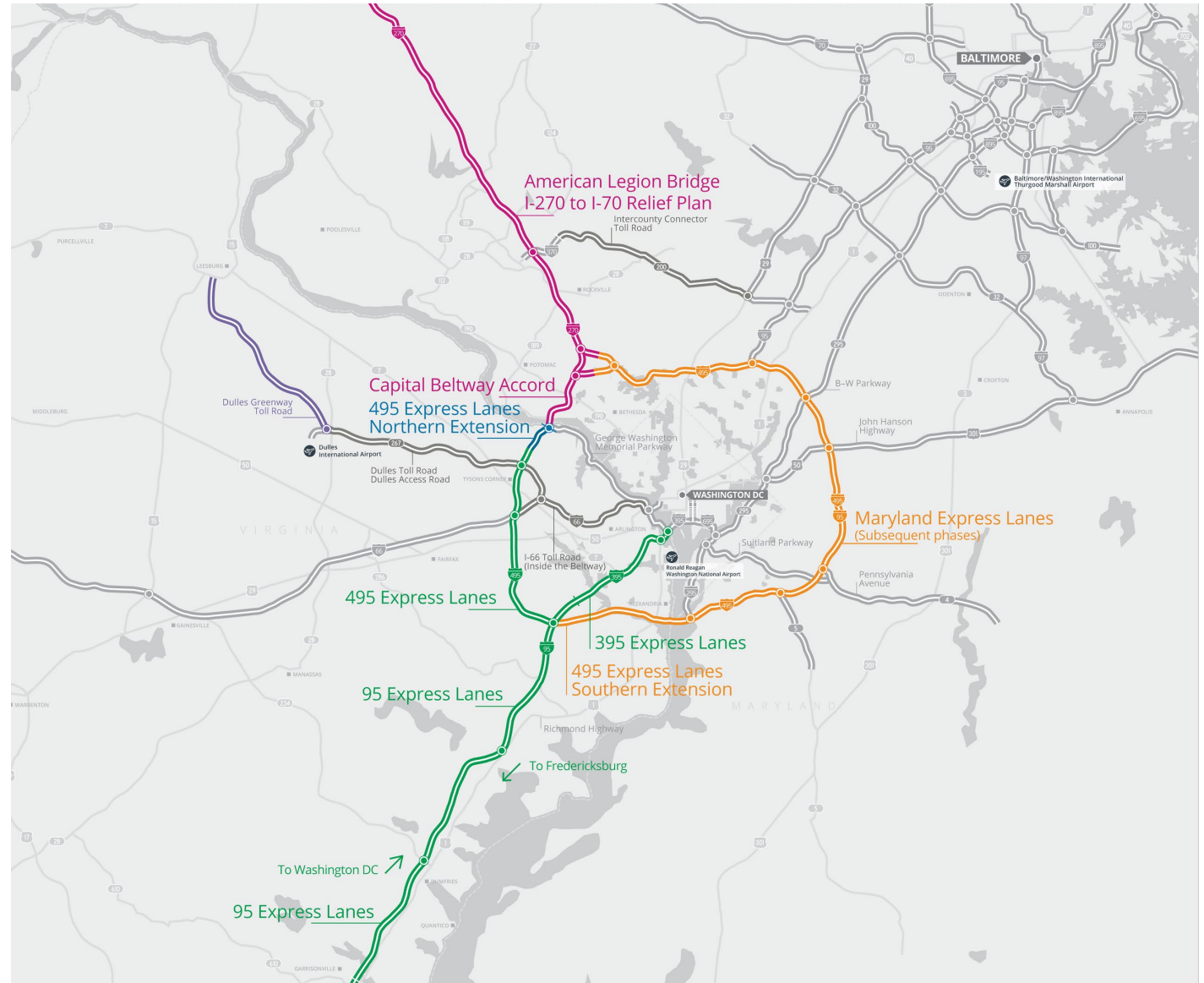
**When arriving to site, contact the Traffic Control Room prior to the commencement of works. Contact the Traffic Control Room again when leaving site.**

\*WAPs – "Work Authority Permits" is the term used in Permitted for an Authority to Access.

**Reviews can take up to 10 business days. Editing the ATA will reset this 10-day lead time.**

## USA Site Location Details

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### I-95 Express Lane

Site: Transurban USA

Zone: I-95

Group	Location
TU Asset Network (TU Employees Only)	All Locations
Northbound	Entire Asset
Ramp - Southbound - Segment 1	Garrisonville Road Flyover Exit Ramp
Ramp - Northbound - Segment 1	Garrisonville Road On Ramp
Ramp - Southbound - Segment 1	Triangle - Quantico Flyover Exit Ramp
Ramp - Northbound - Segment 2S	Dumfries Road On Ramp
Ramp - Northbound - Segment 2S	Cardinal Drive On Ramp
Ramp - Southbound - Segment 2S	Cardinal Drive Exit Ramp
Ramp - Northbound - Segment 2N	Dale Boulevard On Ramp
Ramp - Southbound - Segment 2N	Dale Boulevard On Ramp
Ramp - Southbound - Segment 2N	Dale City Flyover Exit Ramp
Ramp - Northbound - Segment 2N	Opitz Boulevard On Ramp
Ramp - Northbound - Segment 2N	Opitz Boulevard Exit Ramp
Ramp - Northbound - Segment 2N	Prince William Parkway On Ramp
Ramp - Southbound - Segment 2N	Prince William Parkway Exit Ramp
Ramp - Southbound - Segment 3S	Gordan Boulevard Flyover Exit Ramp
Ramp - Northbound - Segment 3S	Gordan Boulevard Flyover On Ramp
Ramp - Southbound - Segment 3S	US 1 Exit Ramp from I-95 General Purpose Lanes
Ramp - Northbound - Segment 3S	US 1 On Ramp to I-95 General Purpose Lanes
Ramp - Southbound - Segment 3S	US 1 On Ramp
Ramp - Southbound - Segment 3S	US 1 Exit Ramp from I-95 Express Lanes
Ramp - Southbound - Segment 3N	Boudinot Drive On Ramp
Ramp - Northbound - Segment 3N	Boudinot Drive Exit Ramp
Ramp - Northbound - Segment 3N	DAR - FBNA Exit Ramp to I-95 General Purpose Lanes

Group	Location
Ramp - Southbound - Segment 3N	DAR - FBNA On Ramp to I-95 Express Lanes
Ramp - Southbound - Segment 3N	Backlick Road On Ramp
Ramp - Northbound - Segment 3N	Franconia Springfield Parkway - Eastbound
Ramp - Northbound - Segment 3N	Franconia Springfield Parkway - Westbound
Ramp - Northbound - Segment 3N	South Terminal On Ramp
Ramp - Northbound - Segment 3N	Newington On Ramp
Ramp - Northbound - Segment 3N	Franconia Springfield Parkway On Ramp
Ramp - Northbound - Segment 3N	Franconia Springfield Parkway Exit Ramp
Ramp - Northbound - Segment 3N	South Terminal Exit Ramp
Ramp - Southbound - Segment 3N	Franconia Road Exit Ramp
Ramp - Northbound - Segment 3N	Franconia Road On Ramp
Ramp - Southbound - Segment 4	I-95 Express Lanes Ramp A to I-495 East Baltimore
Ramp - Northbound - Segment 4	I-95 Express Lanes Ramp A to I-495 North Tysons Corner
Ramp - Northbound - Segment 4	I-495 Express Lanes Ramp to I-95 South / I-395 North Express Lanes On Ramp
Ramp - Northbound - Segment 4	NorthTurkey Cock On Ramp
Ramp - Southbound - Segment 4	South Turkey Cock On Ramp
Express Lanes - Northbound - STE	MM 143.1
Express Lanes - Northbound - STE	MM 143.2
Express Lanes - Northbound - STE	MM 143.3
Express Lanes - Northbound - STE	MM 143.4
Express Lanes - Northbound - STE	MM 143.5
Express Lanes - Northbound - STE	MM 143.6
Express Lanes - Northbound - STE	MM 143.7
Express Lanes - Northbound - STE	MM 143.8
Express Lanes - Northbound - STE	MM 143.9







**I-95 Express Lane**

**Site: Transurban USA**

**Zone: I-95**

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<b>Group</b>	<b>Location</b>
Express Lanes - Northbound - Segment 3N	MM 169.2
Express Lanes - Northbound - Segment 3N	MM 169.3
Express Lanes - Northbound - Segment 3N	MM 169.4
Express Lanes - Northbound - Segment 3N	MM 169.5
Express Lanes - Northbound - Segment 3N	MM 169.6
Express Lanes - Northbound - Segment 3N	MM 169.7
Express Lanes - Northbound - Segment 3N	MM 169.8
Express Lanes - Northbound - Segment 3N	MM 169.9
Express Lanes - Northbound - Segment 3N	MM 170
Express Lanes - Northbound - Segment 3N	MM 170.1
Express Lanes - Northbound - Segment 3N	MM 170.2
Express Lanes - Northbound - Segment 3N	MM 170.3
Express Lanes - Northbound - Segment 3N	MM 170.4
Express Lanes - Northbound - Segment 3N	MM 170.5
Express Lanes - Northbound - Segment 3N	MM 170.6

### I-395 Express Lane Site: Transurban USA

### Zone: I-395

Group	Location
Express Lanes - Northbound	Entire Asset
Ramps - Northbound - Segment 3B	I-395 General Purpose On Ramp "G" to I-395 Express Lanes
Ramps - Northbound - Segment 1	North Turkeycock On Ramp to Ramps
Ramps - Southbound - Segment 1	South Turkeycock On Ramp to Ramps
Ramps - Northbound - Segment 1	North Edsall Flyover Exit Ramp to I-395 GP Lanes
Ramps - Southbound - Segment 1	South Edsall Flyover Exit Ramp to I-395 GP Lanes
Ramps - Northbound - Segment 2	Seminary North On Ramp to Ramps
Ramps - Northbound - Segment 2	Seminary South Exit Ramp to Seminary Road
Ramps - Northbound - Segment 3	Shirlington On Ramp to Ramps
Ramps - Northbound - Segment 3B	Ramps to South Washington Boulevard Exit Ramp
Ramps - Northbound - Segment 3B	South Washington Boulevard On Ramp to Ramps
Ramps - Northbound - Segment 3C	Exit and On Ramp 1 - Northern ramp to intersection
Ramps - Southbound - Segment 3C	Exit Ramp 2 - Northern ramp to Eads Street
Ramps - Northbound - Segment 3C	Exit and On Ramp 3 - Southern ramp to intersection
Ramps - Northbound - Segment 3C	On Ramp 4 - Southern ramp to Express Lanes
Express Lanes - Northbound - Segment 3B	14th Street Bridge
Express Lanes - Southbound - Segment 3B	14th Street Bridge

Group	Location
Express Lanes - Northbound - Segment 1	MM 0.1
Express Lanes - Northbound - Segment 1	MM 0.2
Express Lanes - Northbound - Segment 1	MM 0.3
Express Lanes - Northbound - Segment 1	MM 0.4
Express Lanes - Northbound - Segment 1	MM 0.5
Express Lanes - Northbound - Segment 1	MM 0.6
Express Lanes - Northbound - Segment 1	MM 0.7
Express Lanes - Northbound - Segment 1	MM 0.8
Express Lanes - Northbound - Segment 1	MM 0.9
Express Lanes - Northbound - Segment 1	MM 1.0
Express Lanes - Northbound - Segment 1	MM 1.1
Express Lanes - Northbound - Segment 1	MM 1.2
Express Lanes - Northbound - Segment 1	MM 1.3
Express Lanes - Northbound - Segment 1	MM 1.4
Express Lanes - Northbound - Segment 1	MM 1.5
Express Lanes - Northbound - Segment 1	MM 1.6
Express Lanes - Northbound - Segment 1	MM 1.7
Express Lanes - Northbound - Segment 1	MM 1.8
Express Lanes - Northbound - Segment 1	MM 1.9
Express Lanes - Northbound - Segment 1	MM 2.0
Express Lanes - Northbound - Segment 1	MM 2.1
Express Lanes - Northbound - Segment 1	MM 2.2
Express Lanes - Northbound - Segment 1	MM 2.3
Express Lanes - Northbound - Segment 1	MM 2.4
Express Lanes - Northbound - Segment 1	MM 2.5
Express Lanes - Northbound - Segment 1	MM 2.6
Express Lanes - Northbound - Segment 1	MM 2.7
Express Lanes - Northbound - Segment 1	MM 2.8



**I-395 Express Lane** Site: Transurban USA

Zone: I-395

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Group	Location
Express Lanes - Northbound - Segment 1	MM 2.9
Express Lanes - Northbound - Segment 1	MM 3.0
Express Lanes - Northbound - Segment 1	MM 3.1
Express Lanes - Northbound - Segment 1	MM 3.2
Express Lanes - Northbound - Segment 1	MM 3.3
Express Lanes - Northbound - Segment 1	MM 3.4
Express Lanes - Northbound - Segment 2	MM 3.5
Express Lanes - Northbound - Segment 2	MM 3.6
Express Lanes - Northbound - Segment 2	MM 3.7
Express Lanes - Northbound - Segment 2	MM 3.8
Express Lanes - Northbound - Segment 2	MM 3.9
Express Lanes - Northbound - Segment 2	MM 4.0
Express Lanes - Northbound - Segment 2	MM 4.1
Express Lanes - Northbound - Segment 2	MM 4.2
Express Lanes - Northbound - Segment 2	MM 4.3
Express Lanes - Northbound - Segment 2	MM 4.4
Express Lanes - Northbound - Segment 2	MM 4.5
Express Lanes - Northbound - Segment 2	MM 4.6
Express Lanes - Northbound - Segment 2	MM 4.7
Express Lanes - Northbound - Segment 2	MM 4.8
Express Lanes - Northbound - Segment 2	MM 4.9
Express Lanes - Northbound - Segment 2	MM 5.0
Express Lanes - Northbound - Segment 2	MM 5.1
Express Lanes - Northbound - Segment 2	MM 5.2
Express Lanes - Northbound - Segment 2	MM 5.3
Express Lanes - Northbound - Segment 2	MM 5.4
Express Lanes - Northbound - Segment 2	MM 5.5
Express Lanes - Northbound - Segment 2	MM 5.6

Group	Location
Express Lanes - Northbound - Segment 2	MM 5.7
Express Lanes - Northbound - Segment 2	MM 5.8
Express Lanes - Northbound - Segment 2	MM 5.9
Express Lanes - Northbound - Segment 2	MM 6.0
Express Lanes - Northbound - Segment 2	MM 6.1
Express Lanes - Northbound - Segment 2	MM 6.2
Express Lanes - Northbound - Segment 3	MM 6.3
Express Lanes - Northbound - Segment 3	MM 6.4
Express Lanes - Northbound - Segment 3	MM 6.5
Express Lanes - Northbound - Segment 3	MM 6.6
Express Lanes - Northbound - Segment 3	MM 6.7
Express Lanes - Northbound - Segment 3	MM 6.8
Express Lanes - Northbound - Segment 3A	MM 6.9
Express Lanes - Northbound - Segment 3A	MM 7.0
Express Lanes - Northbound - Segment 3A	MM 7.1
Express Lanes - Northbound - Segment 3A	MM 7.2
Express Lanes - Northbound - Segment 3A	MM 7.3
Express Lanes - Northbound - Segment 3A	MM 7.4
Express Lanes - Northbound - Segment 3A	MM 7.5
Express Lanes - Northbound - Segment 3A	MM 7.6
Express Lanes - Northbound - Segment 3A	MM 7.7
Express Lanes - Northbound - Segment 3A	MM 7.8
Express Lanes - Northbound - Segment 3A	MM 7.9
Express Lanes - Northbound - Segment 3A	MM 8.0
Express Lanes - Northbound - Segment 3B	MM 8.1
Express Lanes - Northbound - Segment 3B	MM 8.2
Express Lanes - Northbound - Segment 3B	MM 8.3
Express Lanes - Northbound - Segment 3B	MM 8.4

Group	Location
Express Lanes - Northbound - Segment 3B	MM 8.5
Express Lanes - Northbound - Segment 3B	MM 8.6
Express Lanes - Northbound - Segment 3B	MM 8.7
Express Lanes - Northbound - Segment 3B	MM 8.8
Express Lanes - Northbound - Segment 3B	MM 8.9
Express Lanes - Northbound - Segment 3B	MM 9.0
Express Lanes - Northbound - Segment 3B	MM 9.1
Express Lanes - Northbound - Segment 3B	MM 9.2
Express Lanes - Northbound - Segment 3B	MM 9.3
Express Lanes - Northbound - Segment 3B	MM 9.4
Express Lanes - Northbound - Segment 3B	MM 9.5
Express Lanes - Northbound - Segment 3B	MM 9.6
Express Lanes - Northbound - Segment 3B	MM 9.7
Express Lanes - Northbound - Segment 3B	MM 9.8
Express Lanes - Northbound - Segment 3B	MM 9.9

### I-495 Express Lane

Site: Transurban USA

Zone: I-495

Group	Location
Express Lanes - Northbound	Entire Asset
Express Lanes - Southbound	Entire Asset
Ramp - Southbound - Phase 8	Exit Ramp 57B to I-395 Northbound
Ramp - Northbound - Section 2	On Ramp from Braddock Road
Ramp - Southbound - Section 2	Exit Ramp to Braddock Road
Ramp - Northbound - Section 4	On Ramp from Gallows Road
Ramp - Southbound - Section 4	Exit Ramp to Gallows Road
Ramp - Southbound - Section 5	On Ramp from Lee Highway
Ramp - Northbound - Section 5	Exit Ramp to Lee Highway
Ramp - Northbound - Section 5	Exit Ramp to Interstate 66
Ramp - Northbound - Section 5	Exit Ramp to Interstate 66 West
Ramp - Northbound - Section 6	Exit Ramp to Leesburg Pike
Ramp - Southbound - Section 6	On Ramp from Leesburg Pike
Ramp - Northbound - Section 7	Exit Ramp to Westpark T-Connector
Ramp - Northbound - Section 7	On Ramp from Westpark T-Connector
Ramp - Southbound - Section 7	On Ramp from Westpark T-Connector
Ramp - Southbound - Section 7	Exit Ramp to Westpark T-Connector
Ramp - Northbound - Section 7	On Ramp from Scotts Crossing
Ramp - Northbound - Section 7	Exit Ramp to Scotts Crossing
Ramp - Southbound - Section 7	On Ramp from Scotts Crossing
Ramp - Southbound - Section 7	Exit Ramp to Scotts Crossing
Ramp - Northbound - Section 7	Exit Ramp to 267 West

Group	Location
Ramp - Southbound - Section 7	Exit Ramp to 267 West
Ramp - Eastbound - Section 7	267 Dulles Toll Road On Ramp to 495 SB Express
Ramp - Southbound - Section 5	On Ramp to I-66
Ramp - Eastbound - Section 5	On Ramp to 495 SB Express
Ramp - Westbound - Section 5	On Ramp to 495 SB Express
Ramp - Eastbound - Section 5	On Ramp to 495 NB and SB Express
Ramp - Eastbound - Section 5	On Ramp to 495 NB Express
Express Lanes - Southbound - Section 7	MM 44.8
Express Lanes - Southbound - Section 7	MM 44.9
Express Lanes - Southbound - Section 7	MM 45
Express Lanes - Southbound - Section 7	MM 45.1
Express Lanes - Southbound - Section 7	MM 45.2
Express Lanes - Southbound - Section 7	MM 45.3
Express Lanes - Southbound - Section 7	MM 45.4
Express Lanes - Southbound - Section 7	MM 45.5
Express Lanes - Southbound - Section 7	MM 45.6
Express Lanes - Southbound - Section 7	MM 45.7
Express Lanes - Southbound - Section 7	MM 45.8
Express Lanes - Southbound - Section 7	MM 45.9
Express Lanes - Southbound - Section 6	MM 46
Express Lanes - Southbound - Section 6	MM 46.1
Express Lanes - Southbound - Section 6	MM 46.2
Express Lanes - Southbound - Section 6	MM 46.3
Express Lanes - Southbound - Section 6	MM 46.4
Express Lanes - Southbound - Section 6	MM 46.5
Express Lanes - Southbound - Section 6	MM 46.6
Express Lanes - Southbound - Section 6	MM 46.7
Express Lanes - Southbound - Section 6	MM 46.8





**I-495 Express Lane** Site: Transurban USA

Zone: I-495

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Group	Location
Express Lanes - Northbound - Section 3	MM 53.2
Express Lanes - Northbound - Section 3	MM 53.3
Express Lanes - Northbound - Section 2	MM 53.4
Express Lanes - Northbound - Section 2	MM 53.5
Express Lanes - Northbound - Section 2	MM 53.6
Express Lanes - Northbound - Section 2	MM 53.7
Express Lanes - Northbound - Section 2	MM 53.8
Express Lanes - Northbound - Section 2	MM 53.9
Express Lanes - Northbound - Section 2	MM 54
Express Lanes - Northbound - Section 2	MM 54.1
Express Lanes - Northbound - Section 2	MM 54.2
Express Lanes - Northbound - Section 2	MM 54.3
Express Lanes - Northbound - Section 2	MM 54.4
Express Lanes - Northbound - Section 2	MM 54.5
Express Lanes - Northbound - Section 1	MM 54.6
Express Lanes - Northbound - Section 1	MM 54.7
Express Lanes - Northbound - Section 1	MM 54.8
Express Lanes - Northbound - Section 1	MM 54.9
Express Lanes - Northbound - Section 1	MM 55
Express Lanes - Northbound - Section 1	MM 55.1
Express Lanes - Northbound - Section 1	MM 55.2
Express Lanes - Northbound - Section 1	MM 55.3
Express Lanes - Northbound - Section 1	MM 55.4
Express Lanes - Northbound - Section 1	MM 55.5