

CUSTOMER PORTAL HOW TO COMPLETE THE ASSET OWNER FIELD

SLIDE 1

How to complete the asset owner field within your application.

SLIDE 2

The asset owner field requires the company name, of the actual asset owner of the works being conducted, on the state-controlled road. Asset owners for public utilities would be gas, electricity, water, telecommunication carriers and mining.

The asset owner field is a mandatory field, and must be completed.

SLIDE 3

The upcoming demonstration, will show you how to complete the asset owner field.

SLIDE 4

Start to type the name of the asset owner company within the field.

A list will display under the field.

Click on the relevant name to populate the field.

Note. The asset owner must be registered to appear in the drop-down list. If they are not appropriately registered, then they are not an asset owner, and will not display in the list to be chosen. Please contact your local district if this needs to be rectified.

The asset owner field will now be populated with your choice.

SLIDE 5

For any questions, feedback, system enhancement suggestions or general enquiries, please contact your local district from the details provided here.