

# Austrroads Safety Barrier Assessment Panel

## Guidelines for Submission



The following information provides a step-by-step guide for completing an online submission for assessment by the Austrroads Safety Barrier Assessment Panel. All submissions are required via the online submission portal [https://austrroads.com.au/asbap\\_portal](https://austrroads.com.au/asbap_portal)

### Submission Guidelines

All documentation must be developed in line with AS/NZS 3845 Part 1 and Part 2, as appropriate.

For product submissions, Proponents are required to step through the entire portal via the save and continue option on each section. Failure to provide the required documentation will result in the submission not progressing to technical and risk assessment.

For variations to recommended products, Proponents are required to select the product for which the variation is relevant and complete all of the fields related to the variation.

Submissions for longitudinal safety barriers must include connection to an approved terminal/crash cushion (including letters from the end treatment Proponent and connection drawings).

It is recognised that further product information is required under AS/NZS 3845 Parts 1 and 2 and Proponents must certify that the product meets all of the requirements of AS/NZS 3845 Parts 1 or 2, as applicable.

### Documentation Format and Requirements

Product Details			
New Submission		Variation	
<b>New Product</b>	Select radio button	<b>Variation to existing product</b>	Select radio button
<b>Product Name</b>	Enter text	<b>Select an existing product</b>	Select from drop down list
<b>Select Standard</b>	Select radio button	<b>Variation details</b>	Enter text (outline request)
<b>Classification</b>	Select from drop down list	<b>Select Standard</b>	Prefilled from original product submission
<b>Product Description</b>	Select from drop down list	<b>Classification</b>	
<b>Use</b>	Tick box (single or multiple)	<b>Product Description</b>	
<b>Type</b>	Select from drop down list	<b>Use</b>	
		<b>Type</b>	
<b>Save and Continue</b>			

### Proponent Details

All fields will pre-fill from Registration

**Save and Continue**

## System Owner, System Manufacturer, Distributor – Australia, Distributor – New Zealand

Provide details for each section.

**Save and Continue**

### Connection to Public Domain Products

<b>W-Beam</b>	Select radio button (permitted/not permitted)
<b>Justification for W-Beam</b>	Enter text
<b>Thrie Beam</b>	Select radio button (permitted/not permitted)
<b>Justification for Thrie Beam</b>	Enter text
<b>Concrete</b>	Select radio button (permitted/not permitted)
<b>Justification for Concrete</b>	Enter text
<b>Connection drawings</b>	Upload connection to public domain product drawings (pdf format)

**Save and Continue**

### Terminals and connections – Proprietary Products

<b>Name</b>	Select from list of products (drop down)
<b>Proponent Justification</b>	Enter text
<b>Connection Approval Letter</b>	Upload letters from proprietary product owner (pdf format)
<b>Connection Drawings</b>	Upload connection drawings (pdf format)
<b>+ Add selected product</b>	Details above are not added to the submission until you click this button. Also opens a new window if further connections are requested

**Save and Continue**

### Design Guidance

<b>Slope limit (horizontal to vertical)</b>	Enter text (%)
<b>System width</b>	Enter text (m)
<b>Minimum distance to excavation</b>	Enter text (m)
<b>Minimum median width</b>	Enter text (m)
<b>Use</b>	Select radio button (permitted/not permitted)
<b>Proponent Justification</b>	Enter text – justification for any/or all fields above

**Save and Continue**

Supporting Documentation	
<b>Cover letter</b>	Outlining the submission request (pdf format)
<b>Product manual</b>	Product manuals must include a date and/or version number and must contain information that is required to safely install, operate, maintain and remove the product on a 'whole of life' basis. Product Manuals must also reflect the crash tested article and the supporting documentation. Products will not be 'recommended for acceptance' where the Product Manual includes elements not covered by crash testing or justification. Product manuals submitted by Proponents at the time of product submission form an integral part of the assessment process and the date and version of the Product Manual is recorded on the Technical Conditions for Use documents. Technical Conditions for Use will take precedence over any instructions in Product Manuals (pdf format)
<b>Product drawings</b>	(pdf format)
<b>Product photos</b>	Maximum 2 product photos (jpg, jpeg format). These photographs will be used as identification and will be included in the Technical Conditions for Use document for any products 'recommended for use'.
<b>Materials and specifications</b>	(pdf format)
<b>Save and Continue</b>	

Crash Testing	
<p><b>Where a product has not been tested in accordance with MASH guidelines</b>, Proponents must provide MASH equivalency and justification. Full-scale and complete crash testing is required as it provides valuable data on likely performance. All components of the submitted product shall be in-place during crash testing. Where full-scale and complete crash testing is not undertaken, full and comprehensive engineering justification must be provided in the Submission Template for the Panel to undertake the assessment. The Panel reserves the right not to accept non-tested justification and strongly advises Proponents to undertake the complete suite of tests required by the Standard. All systems must rely on testing and analysis of their own or licenced products where variations are submitted for assessment.</p> <p>Any submissions received which reference MASH 2009 protocol would need to provide justification against the differences between MASH 2009 and MASH 2016.</p> <p>Proponents are required to satisfy the Panel that the testing laboratory is accredited by a signatory of The International Laboratory Accreditation Cooperation (ILAC), in order to be considered for acceptance for use on Australian/New Zealand roads under the care and control of individual Road Agencies.</p> <p>Crash test photos should not be submitted. The Panel will request test photographs if and when required.</p>	
<b>Test level</b>	Select from drop down list
<b>Product specific submission template</b>	Download the template for completion
<b>Upload submission template</b>	Upload the completed template
<b>Upload crash test videos</b>	Each video name must clearly identify the compliance test number and camera angle (e.g. 3-31 Overhead). (mp4 format) Max 40mb per video.
<b>Upload crash test report/s</b>	Complete crash test reports are required (summary sheets are not sufficient) (pdf format).
<b>Save and Continue</b>	

Additional Documentation	
Description	Enter text
Select file	Upload files (pdf, jpg, jpeg format)
<b>Save and Continue</b>	

Declaration and Submission	
Tick Box	Mandatory
<b>Submit Application</b>	

### Administration

<b>Update Company Details</b>	Company details can be updated via the 'My company details' tab at the top of the submission portal (following log-in)
<b>Monitoring Your Applications</b>	Applications can be monitored via the 'My Applications' tab at the top of the submission portal (following log-in)
<b>Privacy Policy</b>	The 'privacy policy' is available through the 'privacy policy' link in the footer of the submission portal
<b>Contact Us</b>	Contact us via the 'Contact Us' link in the footer of the submission portal
<b>Feedback</b>	Feedback can be provided via the 'feedback' link on each page of the submission portal