

STRUCTURE OWNING AUTHORITY (SOA) USER GUIDE

ESDAL
(ELECTRONIC SERVICE DELIVERY FOR
ABNORMAL LOADS)

June 2024

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1. Introduction

1.1. This document

This document is the user guide for Structure Owning Authorities (SOAs) using the ESDAL (Electronic Service Delivery for Abnormal Indivisible Loads) system as owners of structures on or over the UK road network.

ESDAL is a service provided by the Department for Transport / National Highways used by hauliers to notify police, highway, and structures authorities of planned abnormal load movements on the road network throughout England, Scotland, and Wales.

ESDAL enables SOA users to review vehicle / load combinations that satisfy abnormal load criteria, known as movements, to see whether they will impact their organisation's structures. Hauliers of abnormal loads must alert SOAs that an abnormal movement¹ is planned to be routed via their structure.

For movements over certain limits prescribed in legislation, the haulier must receive approval for an application prior to notifying the movement. For other movements, the Haulier does not require approval, provided that the correct amount of notice period was provided, and no communication is received from the SOA.

Sections [1.2](#) and [1.3](#) provide details about how to apply for an ESDAL account, and how to log in to ESDAL once you have an account.

Sections 2 to 12 provide detailed instructions about how to use each part of the system, including screen shots to help you navigate.

Some screen shots are “overview diagrams” of a whole ESDAL page; these are intended to help you see where different features are located on the page. The features will be identified by numbers or letters in circles. You are not expected to be able to read all the text in these diagrams, which are of necessity small; the features are then reproduced at a larger size in the sections which follow each overview diagram.

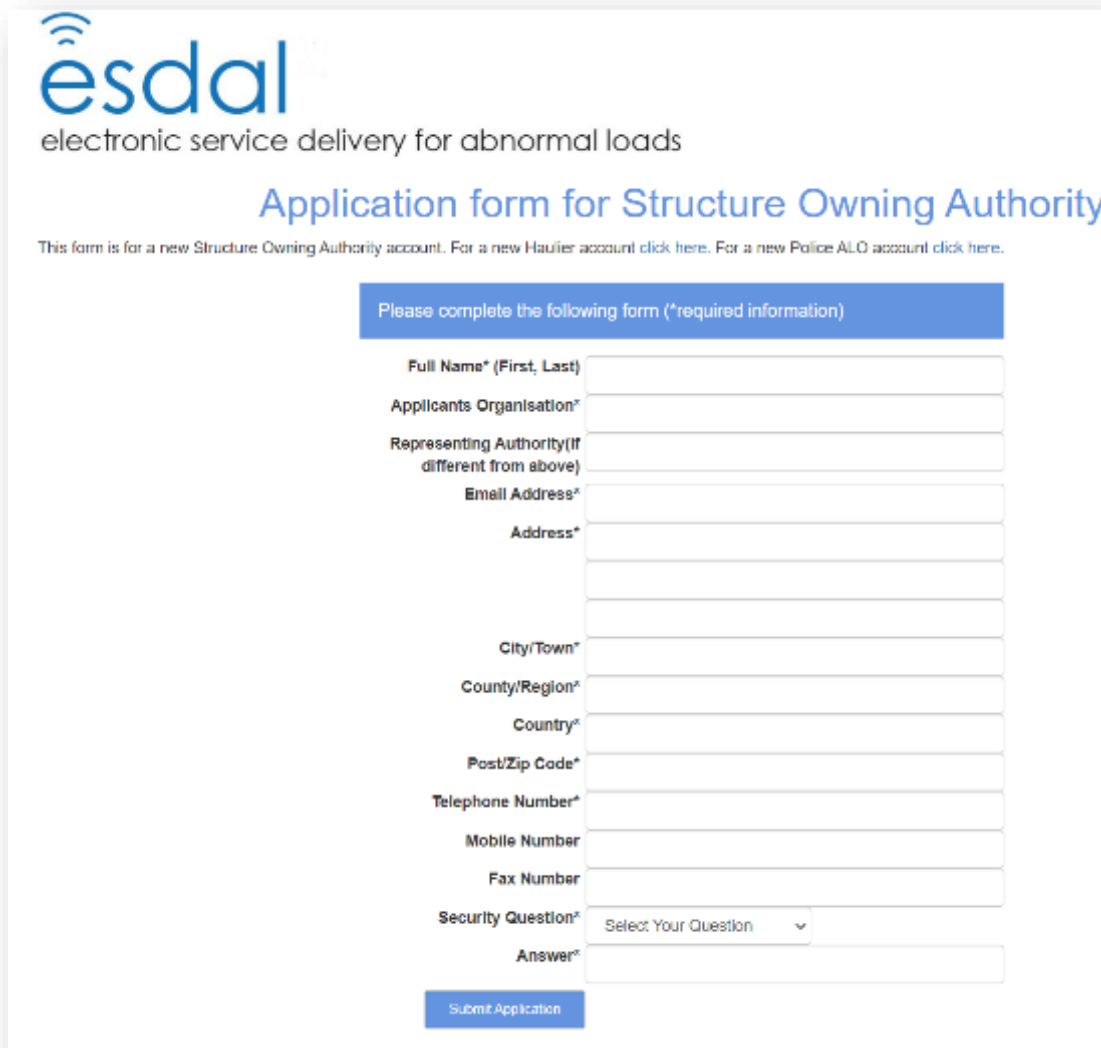
¹ Except construction and use (C&U) movements

1.2. Account application

If you already have a user account, you can continue to use your existing account.

To apply for an account, complete the form accessed from the login page of the ESDAL website and click on the link for a new SOA account, or via

https://nonesdal.esdal.info/soa_application.php.



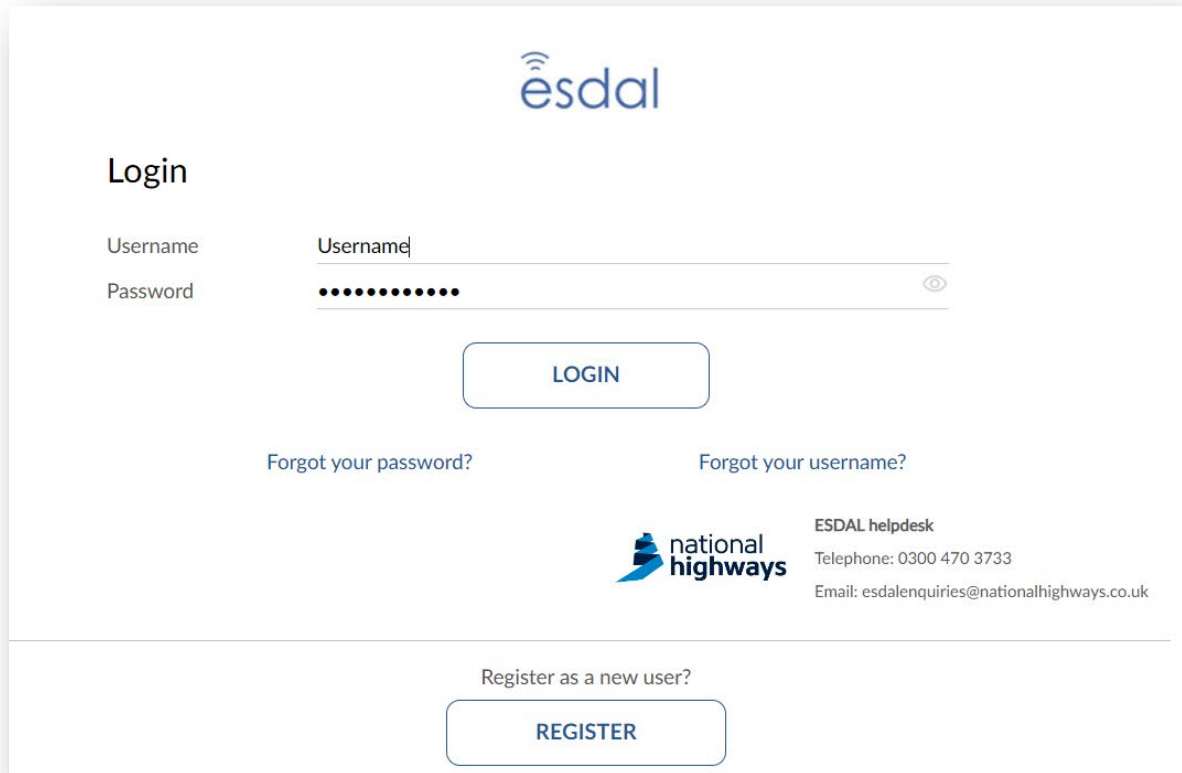
The screenshot shows the ESDAL website interface for an application form. At the top left is the ESDAL logo with the tagline 'electronic service delivery for abnormal loads'. The main heading is 'Application form for Structure Owning Authority'. Below this, there is a note: 'This form is for a new Structure Owning Authority account. For a new Haulier account click here. For a new Police ALO account click here.' A blue banner instructs the user to 'Please complete the following form (*required information)'. The form contains several input fields: 'Full Name* (First, Last)', 'Applicants Organisation*', 'Representing Authority*(If different from above)', 'Email Address*', 'Address*' (with two sub-fields), 'City/Town*', 'County/Region*', 'Country*', 'Post/Zip Code*', 'Telephone Number*', 'Mobile Number', 'Fax Number', 'Security Question*' (with a dropdown menu), and 'Answer*'. A blue 'Submit Application' button is located at the bottom of the form.

After completing and submitting the application form, the ESDAL Helpdesk will contact you to verify your contact details (this may take up to 48 hours). Your username and a temporary password will then be emailed to you.

Each individual account is linked to a particular organisation, and organisations can have multiple individual accounts. Each individual user has their own login and contact details. Each user can access the movement inbox for their organisation.

1.3. Log In

On the login page, enter your username and password in the text boxes.



The screenshot shows the ESDAL login interface. At the top center is the ESDAL logo. Below it, the word "Login" is displayed. There are two input fields: "Username" with a placeholder "Username|" and "Password" with a masked password "••••••••••" and an eye icon to toggle visibility. A "LOGIN" button is positioned below the fields. Below the button are two links: "Forgot your password?" and "Forgot your username?". At the bottom right, there is contact information for the ESDAL helpdesk: "ESDAL helpdesk", "Telephone: 0300 470 3733", and "Email: esdalenquiries@nationalhighways.co.uk". The National Highways logo is also present. At the bottom center, there is a "REGISTER" button with the text "Register as a new user?" above it.

When accessing the ESDAL system for the first time, you must accept the Terms and Conditions and cookies policy. You will then be presented with a Password Reset / Change Password page, which will allow you to change your temporary password before proceeding.

Your password needs to contain a minimum of 6 and a maximum of 12 characters and at least one of each of the following:

- UPPER CASE alpha character
- lower case alpha character
- Number
- Special character (for example ! @ # ~ & \$).

If your password does not meet the prescribed criteria, a message on the page will remind you of the requirements.

If you have forgotten your password, you can reset it yourself by clicking the “Forgot your password?” link on the login page.

If you forget your *username*, or for other queries, please call the ESDAL Helpdesk on 0300 470 3733.

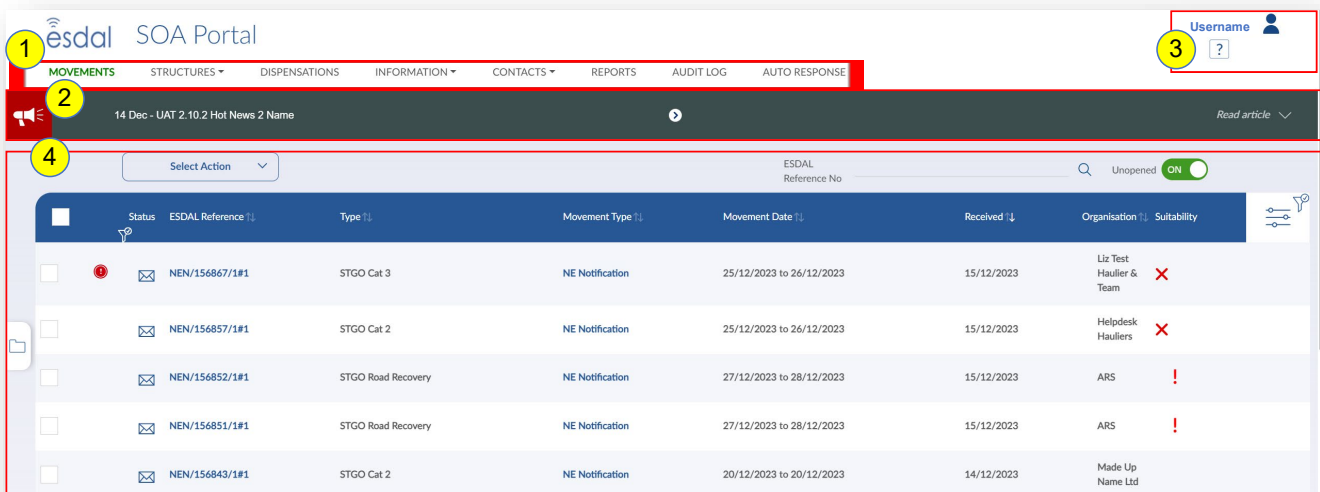
The helpdesk operates from 8AM to 6PM Monday to Friday, excluding public holidays. You will need to provide the answer to the security question that you entered on your application form.

2. Movement inbox

After logging in, you will be taken to the movement inbox. This consists of a list of the most recent submitted notifications and distributed applications.

The movement inbox page is divided into four main sections at locations as illustrated in the overview diagram below, each of these are discussed in more detail in the sections shown in the table.

1	Menu bar (see Section 2.1)
2	News (see Section 2.2)
3	User account control (see Section 2.3)
4	List of movements (see Section 2.4)




The screenshot shows the ESDAL SOA Portal interface. The menu bar at the top is labeled '1'. A news banner below the menu is labeled '2'. The user account control area in the top right corner is labeled '3'. The main table of movements is labeled '4'.



Status	ESDAL Reference	Type	Movement Type	Movement Date	Received	Organisation	Suitability
<input type="checkbox"/>	NEN/156867/1#1	STGO Cat 3	NE Notification	25/12/2023 to 26/12/2023	15/12/2023	Liz Test Haulier & Team	✗
<input type="checkbox"/>	NEN/156857/1#1	STGO Cat 2	NE Notification	25/12/2023 to 26/12/2023	15/12/2023	Helpdesk Hauliers	✗
<input type="checkbox"/>	NEN/156852/1#1	STGO Road Recovery	NE Notification	27/12/2023 to 28/12/2023	15/12/2023	ARS	!
<input type="checkbox"/>	NEN/156851/1#1	STGO Road Recovery	NE Notification	27/12/2023 to 28/12/2023	15/12/2023	ARS	!
<input type="checkbox"/>	NEN/156843/1#1	STGO Cat 2	NE Notification	20/12/2023 to 20/12/2023	14/12/2023	Made Up Name Ltd	

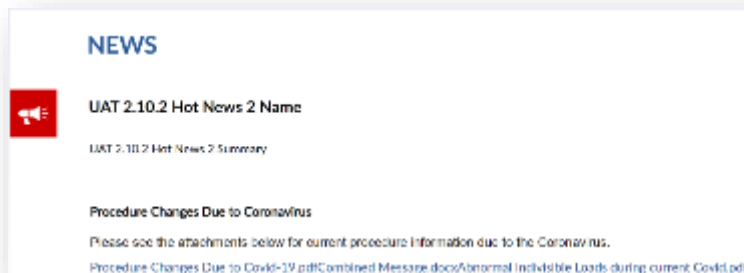
AUDIT LOG	Provides information about user login activities from your organisation.	9
AUTO RESPONSE	Allows you set up an auto response message.	10
NEN PDF	Allows users to send movements to ESDAL using the pre-defined PDF template.	11

2.2. News

Latest news and critical announcements, known as “hot news” items, are displayed in the **NEWS** section. Hot news is indicated with a red icon .



Clicking the arrow  or red  icon expands the news item, showing more detailed information.





Clicking the arrow beside **READ ARTICLE**, expands the News section, showing the detailed information and also latest and archived new items. See section [6](#) for more details.

Use the Back button to return to the movement inbox page.

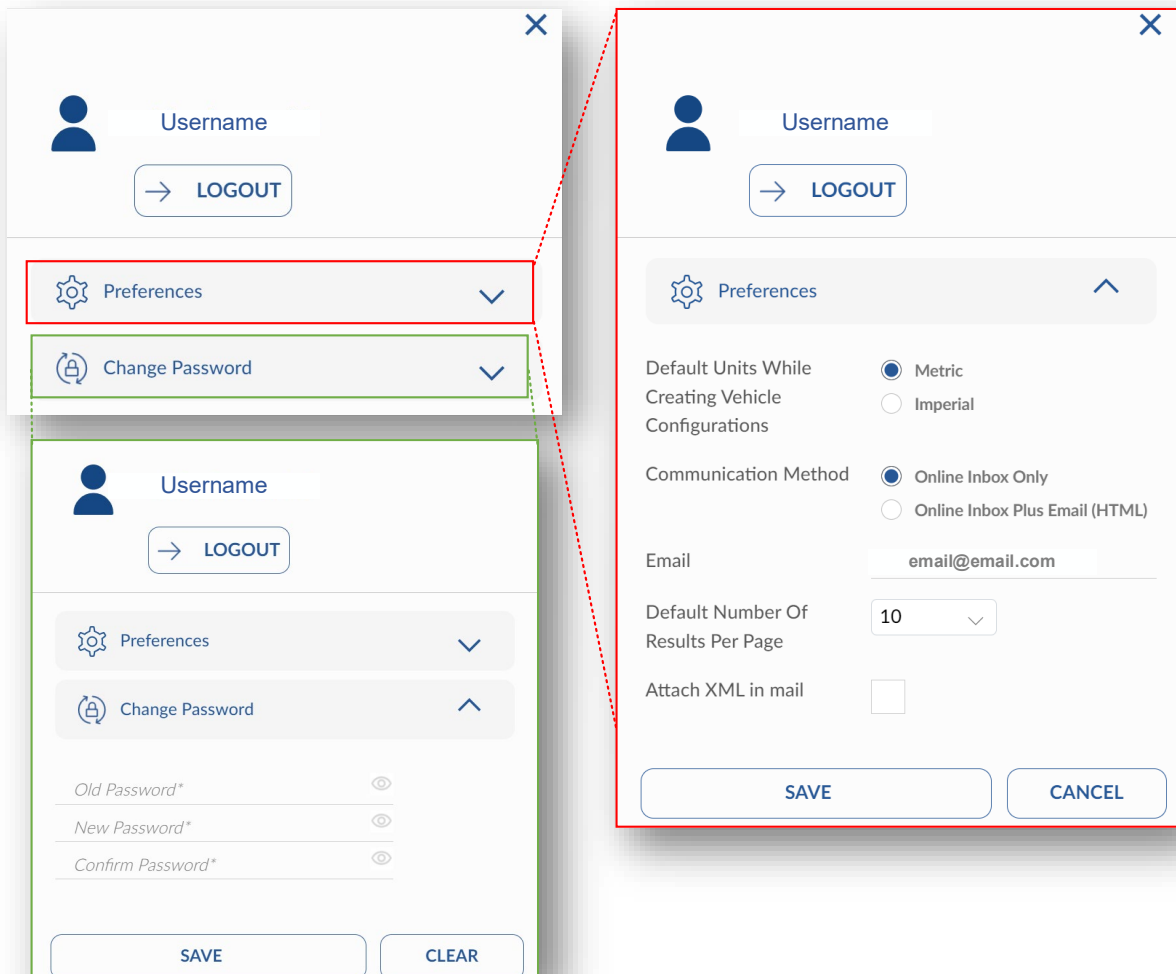
2.3. User account control

To access and manage the user account control, click on the user account icon in the top right-hand corner of the Home page. The functions are described in the table below and shown in the figure overleaf.



Key Icons	Description
	<p>The user account icon allows you to:</p> <ul style="list-style-type: none"> Log out of ESDAL. Set your preferences. Change your password.
	<p>Clicking the help icon, located at the top right of any page, will display help specific to the page as a pop-up box. Scroll the page to see all the available help text, click on the X to return to the previous ESDAL screen.</p>

This figure shows you the user account control functions.



2.4. List of movements

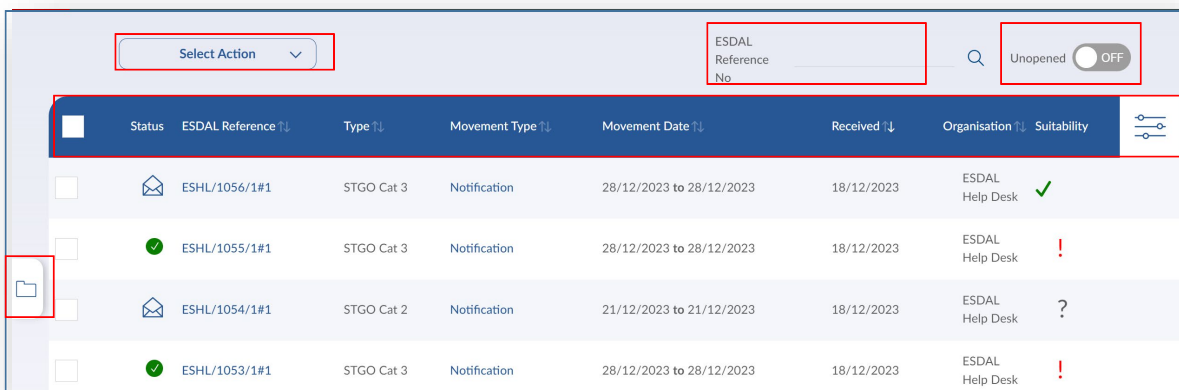
The **list of movements** lists applications and notifications submitted to ESDAL in the last two years that are relevant to your organisation.

In order to follow the SOA process you will click on the ESDAL reference number or the movement type for the movement that you want to process. This and the rest of the SOA process is described in section [3](#).

The rest of this section describes the ways that you can sort and filter movements and search for a specific movement.

The overview diagram below shows the features that assist you with sorting, filtering and searches, outlined in red. They are then described in the following sections of the document:

- Folders and Select Action button (section [2.5](#))
- Sorting and filters, including a search by ESDAL reference number and unopened on/off toggle (section [2.6](#))



Status	ESDAL Reference	Type	Movement Type	Movement Date	Received	Organisation	Suitability
<input type="checkbox"/>	ESHL/1056/1#1	STGO Cat 3	Notification	28/12/2023 to 28/12/2023	18/12/2023	ESDAL Help Desk	✓
<input checked="" type="checkbox"/>	ESHL/1055/1#1	STGO Cat 3	Notification	28/12/2023 to 28/12/2023	18/12/2023	ESDAL Help Desk	!
<input type="checkbox"/>	ESHL/1054/1#1	STGO Cat 2	Notification	21/12/2023 to 21/12/2023	18/12/2023	ESDAL Help Desk	?
<input checked="" type="checkbox"/>	ESHL/1053/1#1	STGO Cat 3	Notification	28/12/2023 to 28/12/2023	18/12/2023	ESDAL Help Desk	!

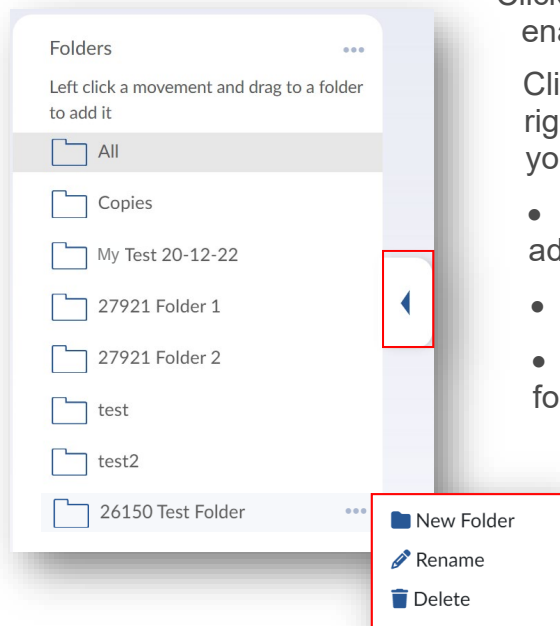
2.5. Folders and Select Action button



The **FOLDERS** feature is a collapsible panel to the left of the movement list. Clicking the folder icon will expand the folders. You can use this feature to organise movements and applications by creating folders and subfolders.

You can drag and drop movements from the movement inbox list into the relevant folders or subfolders.

You can also select and move multiple movements by ticking the square () to the left of those movements and then drag and drop them into the relevant folder.

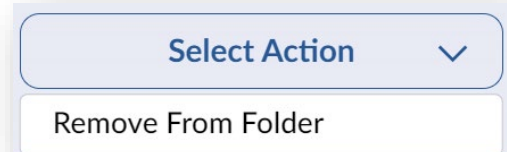


Clicking the icon (**...**) in the Folder header enables you to create a new folder.

Clicking the icon (**...**) that appears to the right of each folder when you hover over gives you options to:

- Create new subfolders with up to three additional levels.
- Rename the folder.
- Delete the folder, which will delete the folders but not the movements from the movement inbox.

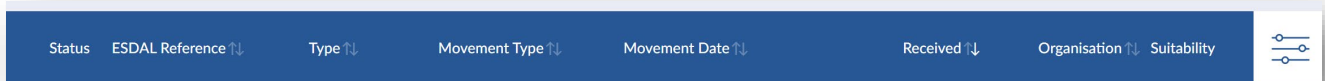
Clicking the drop down arrow icon on the **SELECT ACTION** button will allow you to remove multiple items from a folder.




2.6. Sorting and Filters

2.6.1. Header search

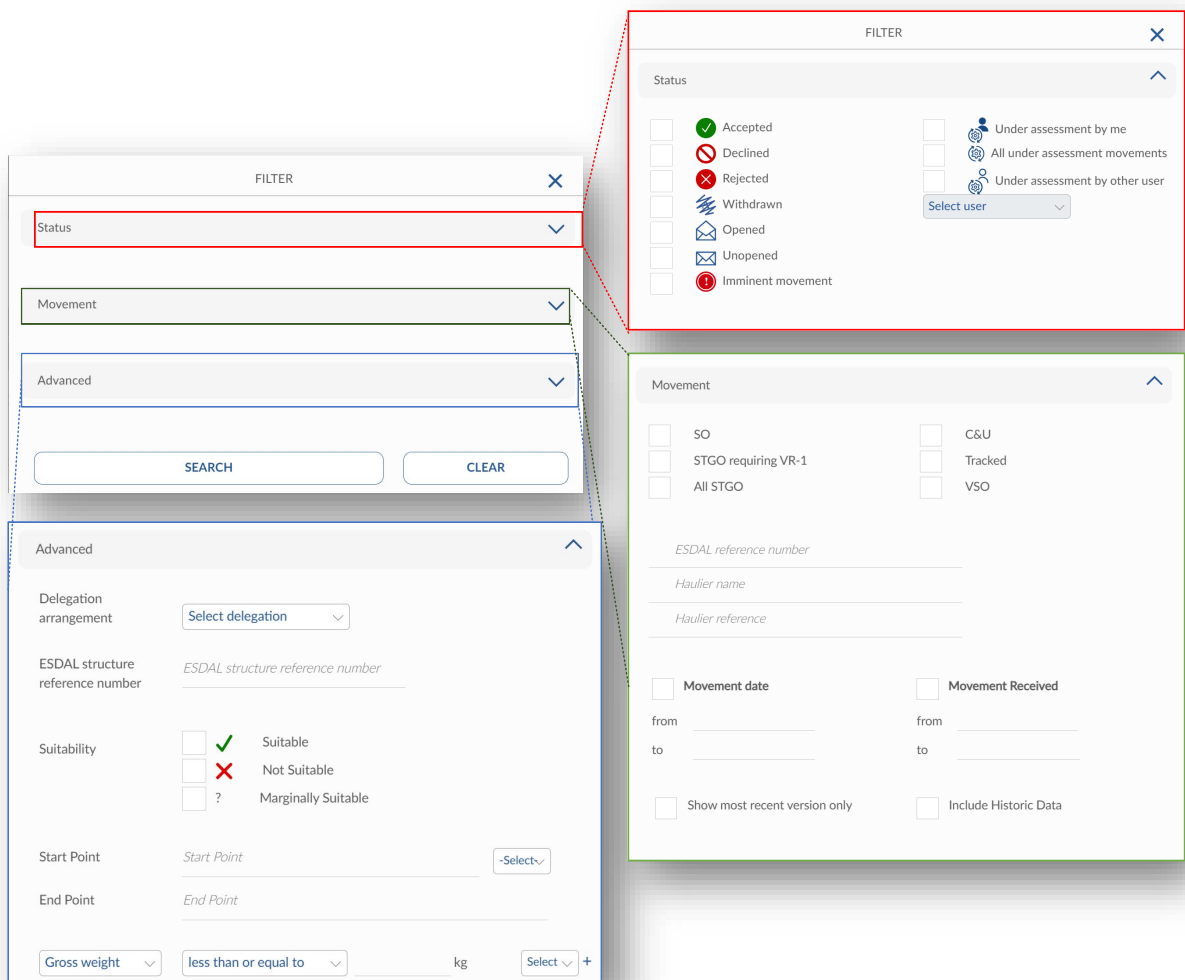
You can sort the order of items in your movement inbox by clicking the arrows to the right of the following headers: ESDAL reference, type, movement type, movement date, received and organisation.



2.6.2. Filter icon

You can filter by clicking the filter icon () on the right hand side of the movement inbox header to search for movements. The diagram below illustrates the expanded filter options.

Using the **SEARCH** button will return the corresponding movements (notifications/applications), the **CLEAR** button will remove the values from the currently displayed object fields.

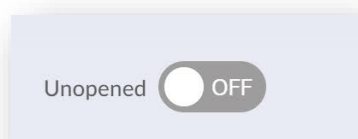


2.6.3. ESDAL Reference Number Search



You can use this feature to search for specific movements by ESDAL reference number.

2.6.4. Unopened ON/ OFF toggle



ESDAL will default to show only unopened items in the movement inbox. You can toggle this button to OFF to show all items in your movement inbox.

3. SOA process

3.1. Overview of the list of movements

The **list of movements** lists applications and notifications submitted to ESDAL in the last two years that are relevant to your organisation. ESDAL will automatically archive movements once the received date is greater than three years.

By default, this list is filtered to display all *unopened* notifications, agreements, and proposals; these are highlighted. When an application or notification is opened, the highlighting is removed, and the movement will no longer be displayed under the **UNOPENED** filter (see section [2.6.4](#) for use of this toggle filter).

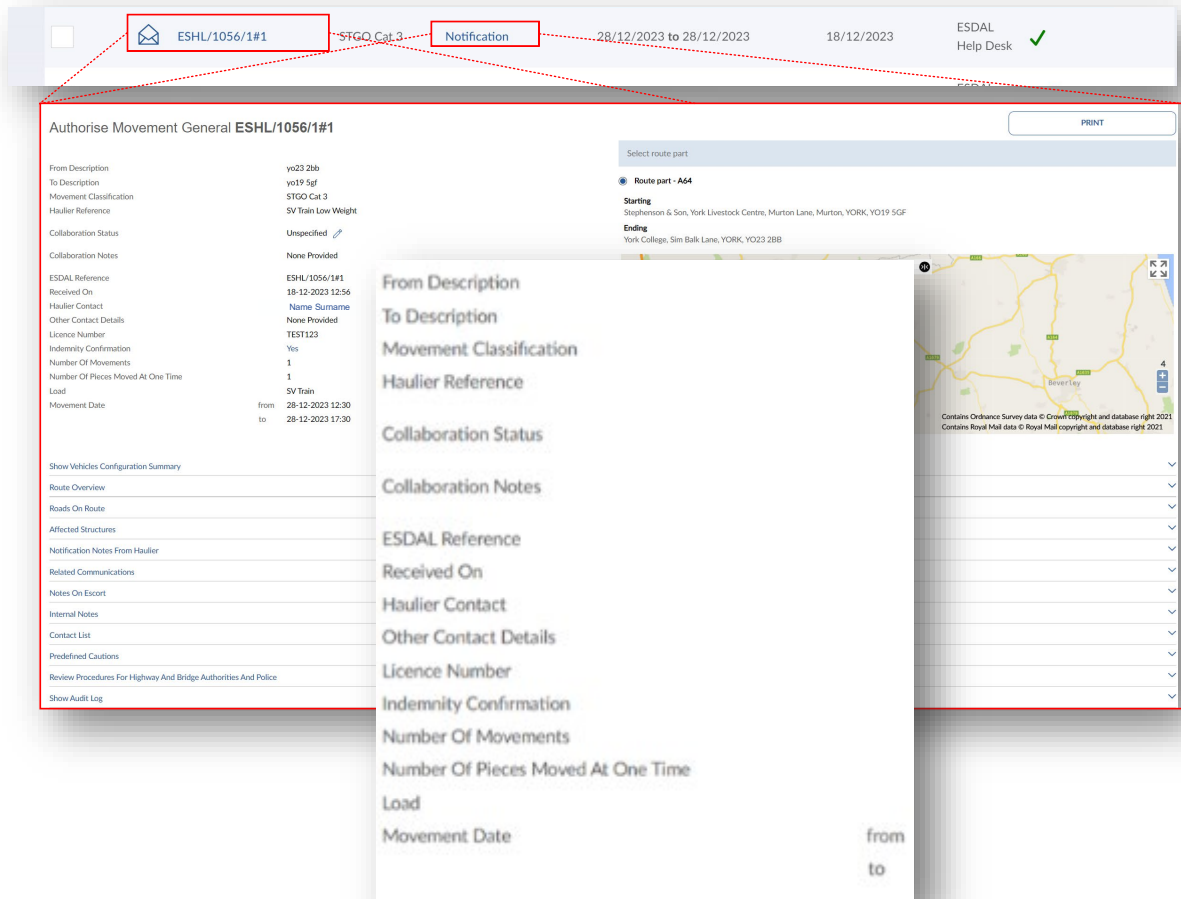
The suitability column shown next to each movement indicates that the Route Assessment within ESDAL has identified structures that are either unsuitable or fall within the banding limits for that particular movement, these can be identified by either a red cross (✘) or grey question mark (?), otherwise a green tick (✔) is shown when those structures that have been assessed have been assessed as suitable. If ESDAL is unable to assess any structure within the movement, this is indicated by a red exclamation mark (!).

The Suitability column will always show the worst-case scenario for the structures that have been assessed, that is, ✘ would be the worst, followed by !, and then ?, followed by ✔.

✘	Indicates unsuitable structure(s) on the route
!	Indicates that ESDAL is unable to assess structure(s)
?	Indicates that assessed structure(s) are within banding limits
✔	Indicates that assessed structures are suitable

3.2. Overview of a specific movement

From the list of movements, if you click on a movement reference number or movement type you will be presented with an overview of the details of that movement.



The screenshot displays a notification for movement ESHL/1056/1#1. The notification header includes the movement reference number, STGO Cat 3, the date range 28/12/2023 to 28/12/2023, the date 18/12/2023, and the ESDAL Help Desk status.

The main content area shows the following details:

- From Description:** yo23 2bb
- To Description:** yo19 5gf
- Movement Classification:** STGO Cat 3
- Haulier Reference:** SV Train Low Weight
- Collaboration Status:** Unspecified
- Collaboration Notes:** None Provided
- ESDAL Reference:** ESHL/1056/1#1
- Received On:** 18-12-2023 12:56
- Haulier Contact:** Name Surname
- Other Contact Details:** None Provided
- Licence Number:** TEST123
- Indemnity Confirmation:** Yes
- Number Of Movements:** 1
- Number Of Pieces Moved At One Time:** 1
- Load:** SV Train
- Movement Date:** from 28-12-2023 12:30 to 28-12-2023 17:30

The expanded information box on the right lists the following fields:

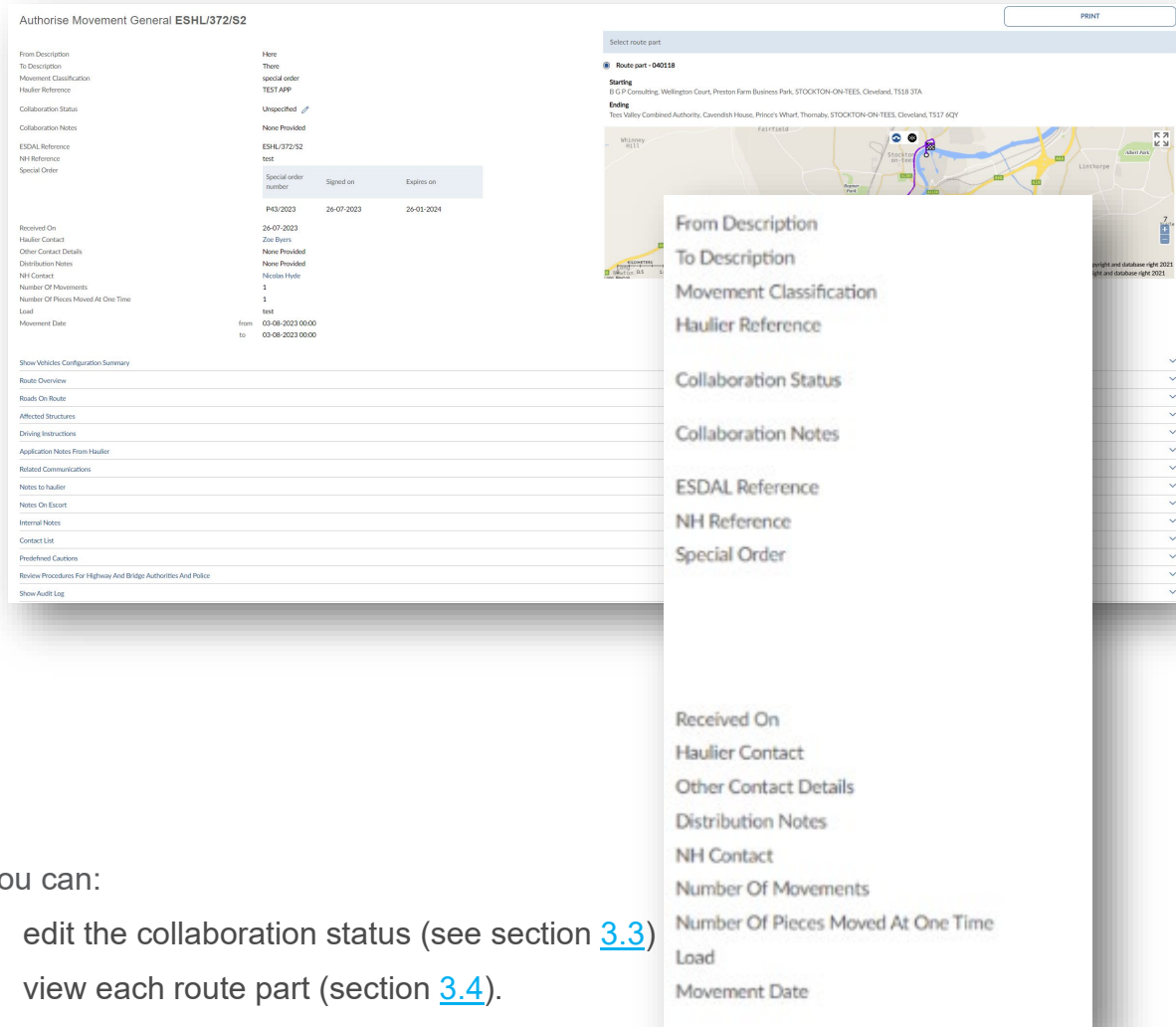
- From Description
- To Description
- Movement Classification
- Haulier Reference
- Collaboration Status
- Collaboration Notes
- ESDAL Reference
- Received On
- Haulier Contact
- Other Contact Details
- Licence Number
- Indemnity Confirmation
- Number Of Movements
- Number Of Pieces Moved At One Time
- Load
- Movement Date

On the right side of the screen, there is an overview map showing the route part A64 and the start and end locations: Stephenson & Son, York Livestock Centre, Murton Lane, Murton, YORK, YO19 5GF (Starting) and York College, Sim Balk Lane, YORK, YO23 2BB (Ending).

The figure above shows the information displayed for a notification. The information on the left of the screen includes route information, the movement classification, collaboration status and notes, haulier details, and the indemnity status as shown in the expanded box. On the right there is an overview map.

The figure below shows the information displayed for an application.

A notification would have similar, but slightly less, information displayed.



Authorise Movement General ESHL/372/S2

Field	Value	
From Description	Here	
To Description	There	
Movement Classification	special order	
Haulier Reference	TEST APP	
Collaboration Status	Unspecified	
Collaboration Notes	None Provided	
ESDAL Reference	ESH/372/S2	
NH Reference	test	
Special Order		
Special order number	Signed on	Expires on
P43/2023	26-07-2023	26-01-2024
Received On	26-07-2023	
Haulier Contact	Zoe Byers	
Other Contact Details	None Provided	
Distribution Notes	None Provided	
NH Contact	Nicolas Hyde	
Number Of Movements	1	
Number Of Pieces Moved At One Time	1	
Load	test	
Movement Date	from 03-08-2023 00:00 to 03-08-2023 00:00	

PRINT

Select route part

Route part - 040218

Starting: 81218 Consulting, Wellington Court, Preston Farm Business Park, STOOKTON-ON-TEES, Cleveland, TS18 3TA

Ending: Tees Valley Combined Authority, Cavendish House, Prince's Wharf, Thornaby, STOOKTON-ON-TEES, Cleveland, TS17 6QY

From Description
To Description
Movement Classification
Haulier Reference
Collaboration Status
Collaboration Notes
ESDAL Reference
NH Reference
Special Order

Received On
Haulier Contact
Other Contact Details
Distribution Notes
NH Contact
Number Of Movements
Number Of Pieces Moved At One Time
Load
Movement Date

You can:

- edit the collaboration status (see section [3.3](#))
- view each route part (section [3.4](#)).

You can print the movement details using the options provided via the PRINT button in the top right:

- Print a detailed version.
- Print a reduced version (no recipient list). This option is only available for notifications.

PRINT

Print a detailed version

Print a reduced version(no recipient list)

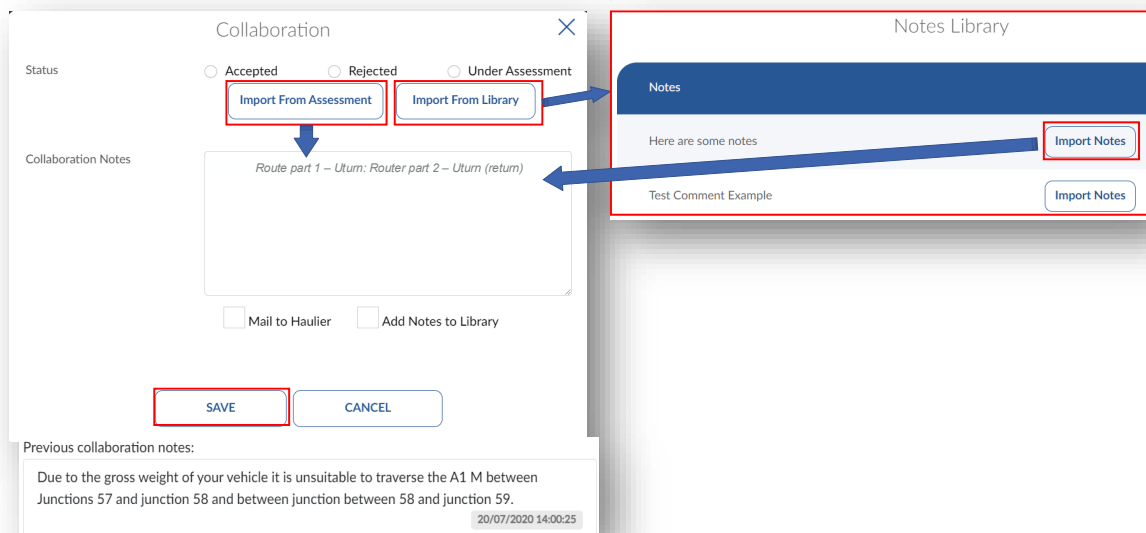
Clicking on the drop down arrow icon to the right of to each of the headers in the lower part of the screen will provide further details regarding the movement specific to that header. This will allow you to view the notification or application details, including details of the vehicle, route, affected structures, notes, haulier and other contact details, and details of cautions (section [3.5](#)).

3.3. Edit Collaboration

Click the (✎) icon next to the **COLLABORATION STATUS** to edit the status.



You can update the status by selecting the relevant options **ACCEPTED**, **REJECTED**, or **UNDER ASSESSMENT**. You can “Import from Assessment” or from your organisation library. This will autofill the collaboration notes to the text box.



For applications, the status and notes are sent to the SORT (Special Order Routing Tool) team, whilst for notifications submitted via ESDAL the notes but not the status are sent back to the haulier in their ESDAL movements inbox. For notifications received via the NEN PDF you will need to tick the “Mail to Haulier” option.

Ticking the box next to:


- Mail to Haulier - will also send an email to the haulier.
- Add Notes to Library - adds any new notes to your organisation’s library.

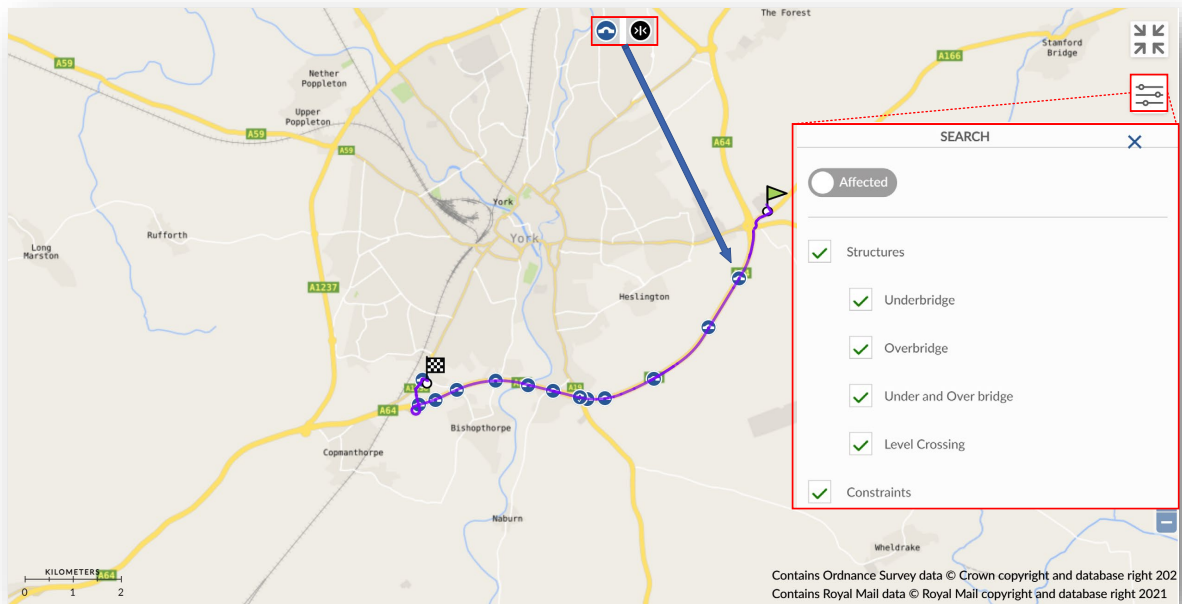
You can assign a notification to another user by selecting **UNDER ASSESSMENT** and selecting the appropriate user from the drop-down options.

You can save the changes by clicking on the **SAVE** button, this will save and update the details entered including the revised collaboration status.


ESDAL will display all previous collaboration notes below the SAVE / CANCEL button, including details of when each was saved.

3.4. Route Part

Click on the icon  to toggle between full Screen, to view the map in full screen and minimise to view a summary screen. You can view the affected structures and constraints on the route by clicking the relevant icons or by using the search function within the advanced filter option.



3.5. View notification or application details

Clicking the drop down arrow  next to each header will show you further details for each of the options as illustrated below. You can use the up arrow to hide the details again.

The rest of this section gives you mFore detail about what you will see as you expand each option.

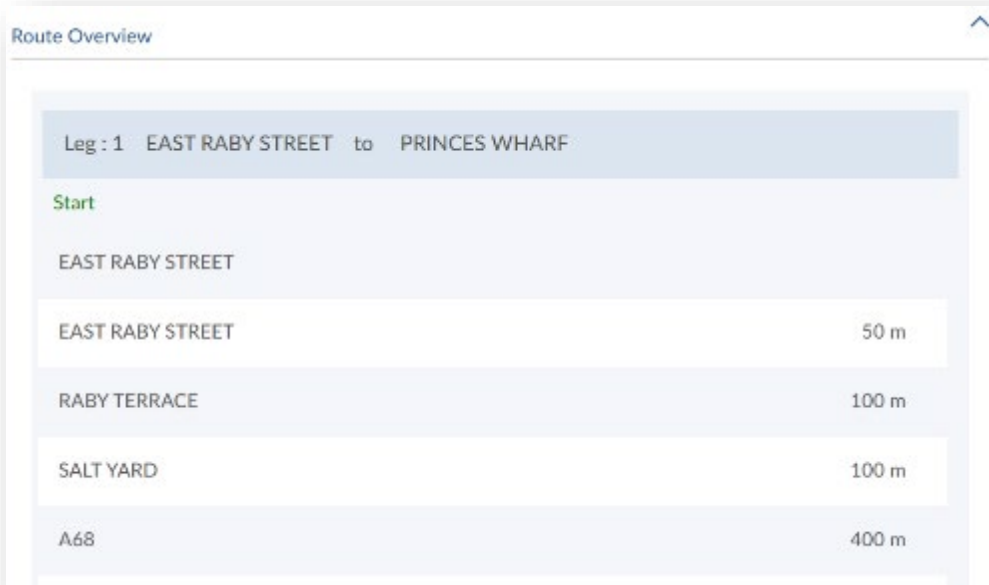


3.5.1. Show Vehicles Configuration Summary

Use the down arrow to the right of “Show Vehicles Configuration Summary” to view all vehicle details related to that movement, including individual vehicle components.

3.5.2. Route Overview

Use the down arrow to the right of “Route Overview” to see detailed route descriptions.



Route Overview

Leg : 1 EAST RABY STREET to PRINCES WHARF

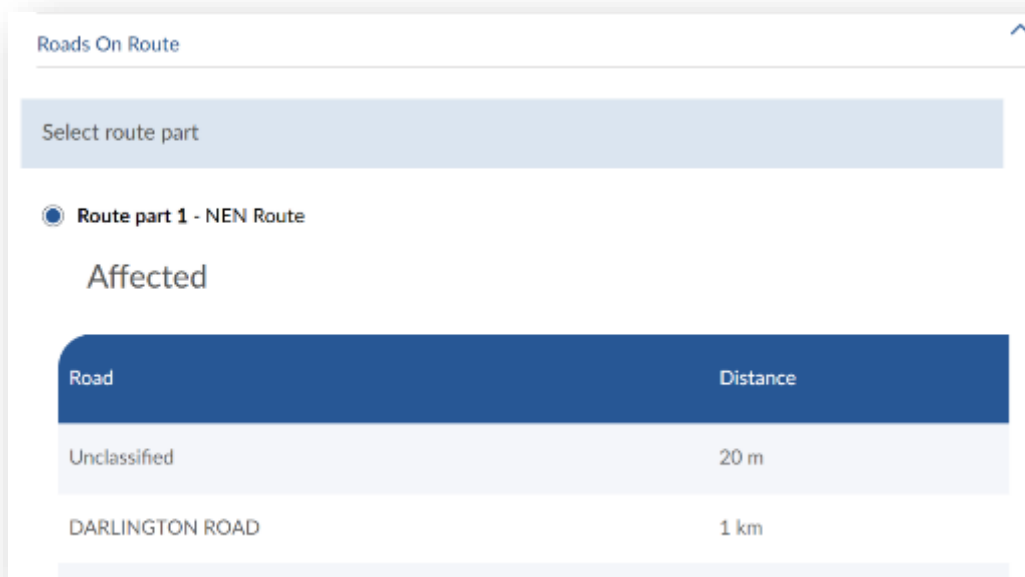
Start

EAST RABY STREET

EAST RABY STREET	50 m
RABY TERRACE	100 m
SALT YARD	100 m
A68	400 m

3.5.3. Roads on Route

Use the down arrow to view affected roads on a route by selecting the appropriate route part.



Roads On Route

Select route part

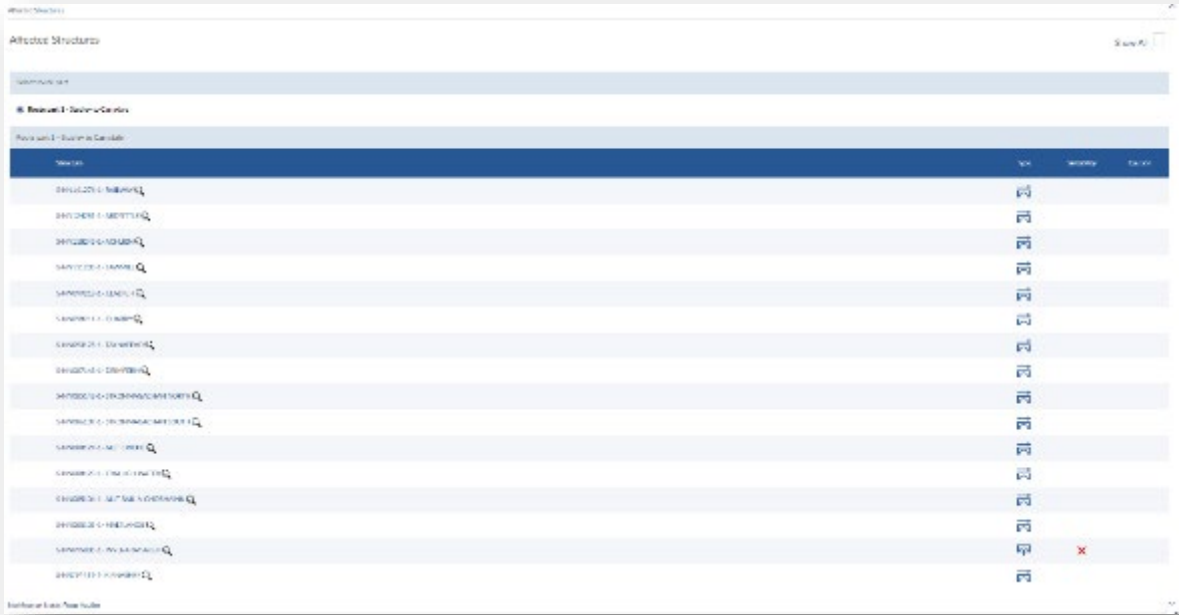
Route part 1 - NEN Route

Affected

Road	Distance
Unclassified	20 m
DARLINGTON ROAD	1 km

3.5.4. Affected structures

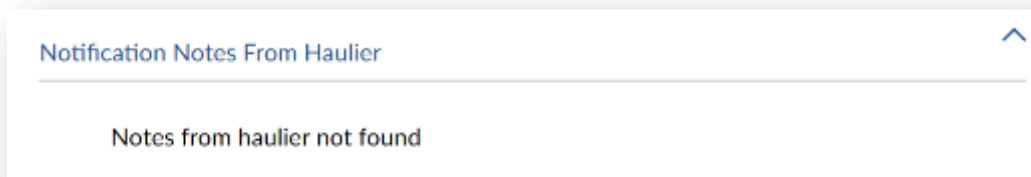
Use the down arrow to view the individual structure assessment for affected structures, which could be suitable ✓, unsuitable ✗ or within banding limits ? . ESDAL will show ! for any structures it is unable to assess. Any cautions will be shown next to the relevant structure. Tick the show all box to list all structures on the route.



The screenshot shows a table with the following columns: 'Name', 'Type', 'Status', and 'Notes'. The table lists 15 structures, each with a 'Name' column containing a structure name followed by a right-pointing arrow icon. The 'Status' column for each row contains a symbol: a green checkmark (✓), a red cross (✗), or a question mark (?). The last row shows a red cross (✗) in the 'Status' column and a red exclamation mark (!) in the 'Notes' column.

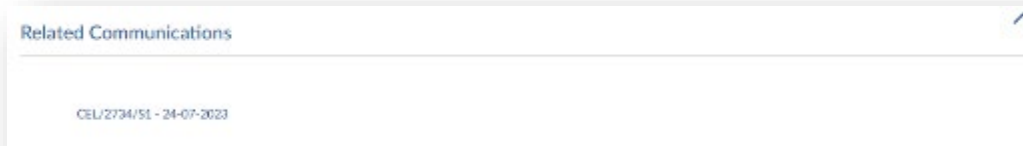
3.5.5. Notification Notes from Haulier

Use the down arrow to view any additional notes from the Haulier.



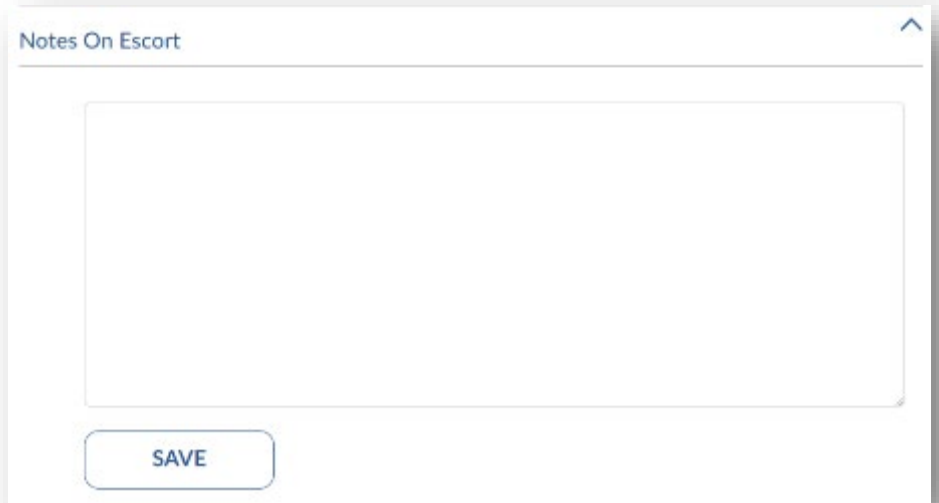
3.5.6. Related Communications

Use the down arrow to view Haulier communications related to a movement.



3.5.7. Notes on Escort

Use the down arrow to open up the facility to add and save notes associated with the escort. All notes added will be displayed to the haulier on the Haulier Portal.

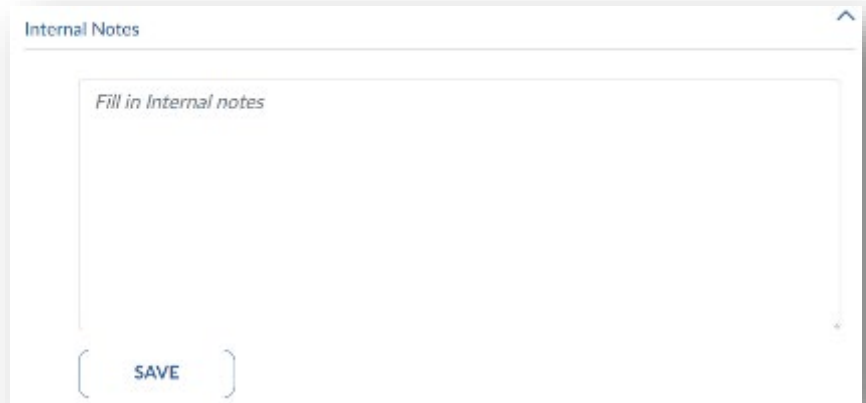


Notes On Escort

SAVE

3.5.8. Internal Notes

Use the down arrow to open up the facility to create and save internal notes associated with this movement.



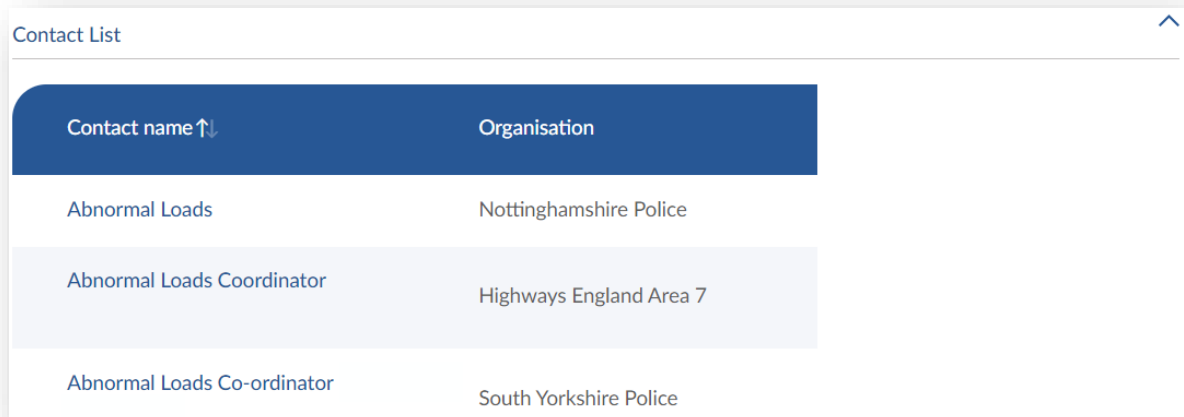
Internal Notes

Fill in Internal notes

SAVE

3.5.9. Contact List

Use the down arrow to view the organisations who are impacted by the route. Click on contact name or on the arrows to the right of contact name in the header to sort alphabetically. Clicking on each name will show the contact details.



Contact name ↑↓	Organisation
Abnormal Loads	Nottinghamshire Police
Abnormal Loads Coordinator	Highways England Area 7
Abnormal Loads Co-ordinator	South Yorkshire Police

3.5.10. Predefined Cautions

Use the down arrow to view all predefined cautions.

Predefined Cautions ^

Motorway Caution

(a) When travelling on the motorway, vehicles must not travel on the hard shoulder or in the right hand lane.
 (b) When crossing motorway bridges, vehicles must travel in the left hand lane, unless otherwise stated in specific route cautions.
 (c) If over 4.877 m in height, height of load must be reduced to a minimum when travelling under motorway bridges.
 (d) If under but near 4.877 m in height, extreme caution must be exercised when travelling under motorway bridges.

3.5.11. Review procedures for Highway and Bridge Authorities and Police

Use the down arrow to review the haulier’s statutory obligations.

Review Procedures For Highway And Bridge Authorities And Police ^

Approximate date of first movement:
 28/12/2023

If, subsequent to the receipt of the agreed route below, emergency road or bridge works, including statutory undertaker’s works, become necessary on any road shown in this route, the authority concerned is asked to inform the NH and the haulier concerned without delay. Proposals for alternative routing should be formulated at this stage, if possible.

The haulier must:

- a. Contact all police authorities before movement takes place to arrange for suitable timings and escorts where required.
- b. Comply with all cautions specified in the route.
- c. Contact all Survey the route prior to movement to satisfy himself of the negotiability of the vehicles concerned.
- d. Make arrangements with the highway authority for the removal, at his own expense, of any street furniture that may be necessary.
- e. Ensure that if the driver is unable to follow this route due to road-works or any other cause, he should telephone 0300 470 3004 for instructions on the diversion to be followed to avoid the obstructed route. At weekends and outside normal office hours (8.30 - 16.30) he should telephone 020 7944 5999 and inform the Duty Officer of the

3.5.12. Show Audit log

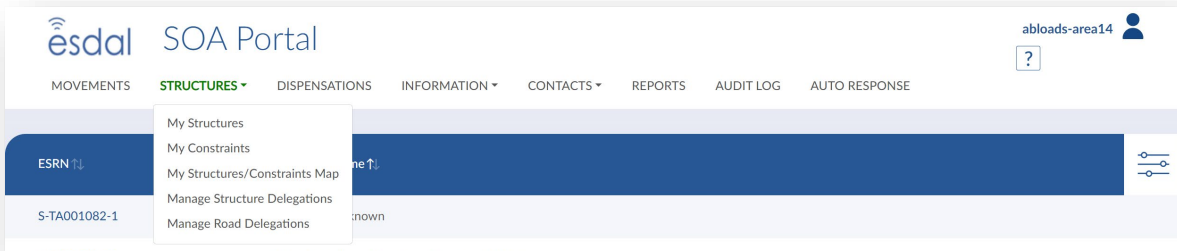
Use the down arrow to view the audit log history related to the movement.

Show Audit Log ^

Date/Time ↓	User	History
03/01/2024 13:18:39	sbctest1	SOA user 'sbctest1' set ESDAL notification 'ESHL/1052/1#1' to rejected and saved collaboration notes 'Route is unsuitable due to roadworks on Church Road. Please re-route.' on '03/01/2024 13:18:39' .

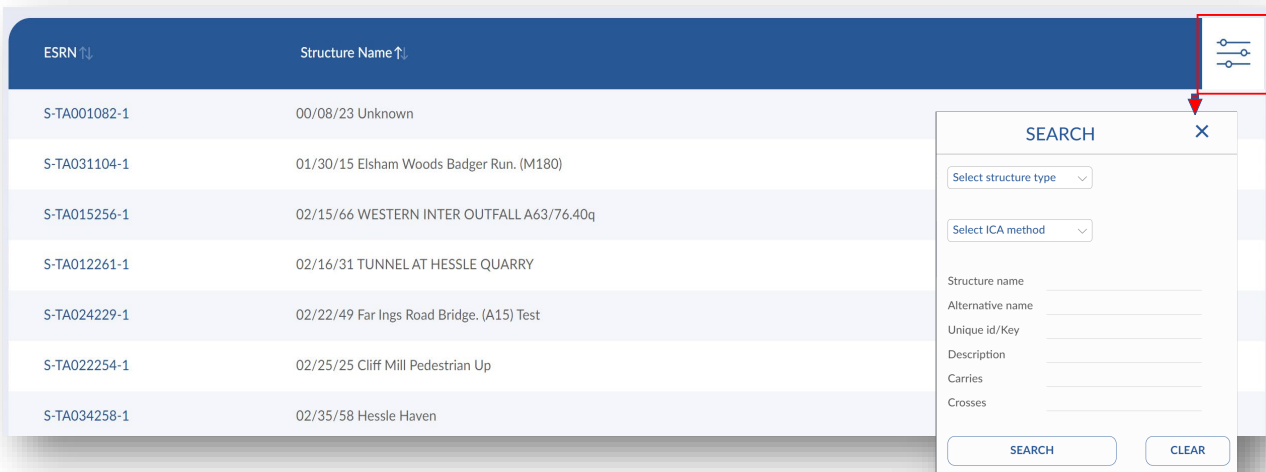
4. Structures

Clicking **STRUCTURES** from the main menu will give you a drop-down menu with the options shown. These are described in more detail in the following sections of this document.



4.1. My Structures

Clicking **My Structures** will display all the structures that are owned by or managed by your organisation. You can sort the structures by their **ESRN** (ESDAL Structure Reference Number) or **Structure Name**, or you can use the advanced filter option (🔍) to search for specific structures.



Clicking on the ESRN for a structure will provide further details about that structure. You can choose the type of information that you are interested in by clicking on the on the relevant part of the **Structure Menu** or **Managing section data** panels.

Structure menu
General Details
Show history
Related inbox items
Manage general details
Most onerous vehicle
Show structure on map
Manage caution

Managing section data
Manage dimensions and constructions
Manage imposed constraints
Manage SV data
Manage ICA usage
Configure default banding factors
Check suitability of vehicle

4.1.1. General Details

Structure menu
General Details
Show history
Related inbox items
Manage general details
Most onerous vehicle
Show structure on map
Manage caution

You can view detailed information about the structure on the **General Details** page, including structure dimensions and construction, span details, ICA methods, structure imposed constraints and SV data.

0928 Milton Heights South - S-SU483912-1

Please select a section to view/amend section details (for example to manage ICA usage).

- Underbridge section 1
 Overbridge section 1

Structure general details

ESRN	S-SU483912-1
Name	0928 Milton Heights South
Unique Id	0928
Coordinates	448401, 191279
Owner / Stakeholder	Highways England South East Region
	<input checked="" type="checkbox"/> 0 - East Midlands Regional Control Centre
Category	Road Bridge
Type	Simply Supported Span
Class	Under And Over Bridge
Length	15.8 m

[BACK](#)

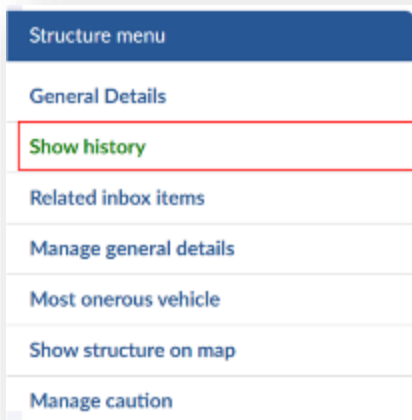
Depending on the structure, you can view the overbridge or underbridge sections available by selecting the relevant radio buttons.

Overbridge section 1 Overbridge section 2

You can view the contact details for the structure owner/stakeholder by clicking on their name.

Click the back button at the bottom left of the screen to return to the list of structures.

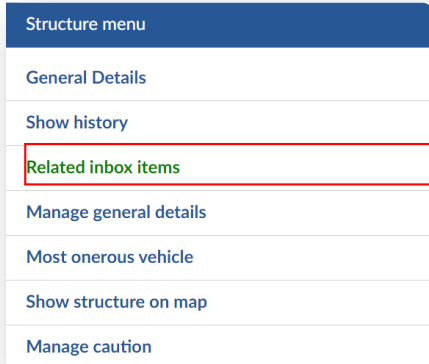
4.1.2. Show History



Click on **Show history** to view any previous changes to a structure, this will display the user who made the changes and the date the changes were made, as illustrated below.


STRUCTURE HISTORY		
Date/Time	Username	Details
09/06/2021 16:58:38		"Hessle Haven" :""(10154399) - HB Rating (Without Load) (previously Unspecified) set to '45 kg'
09/06/2021 16:58:38		"Hessle Haven" :""(10154399) - HB Rating (With Load) (previously Unspecified) set to '45 kg'
27/05/2021 12:47:20		"Hessle Haven" Undersection:""(10154399) - Section Length (previously '5') changed to '5.5'
27/05/2021 12:47:10		"Hessle Haven" Undersection:""(10154399) Span:"Span"(224127) position #1 - Length (previously '5') changed to '5.5'
27/05/2021 12:47:10		"Hessle Haven" Undersection:""(10154399) Span:"Span"(224127) position #1 - Sequence Number (previously Unspecified) set to '0'
12/11/2020 17:41:15	STRUCTURE UPDATE	Structure field Notes has been modified by r at 12-11-2020 12:02:30. From Assessed Load to not defined

4.1.3. Related inbox items



Click on **Related inbox items** to view any movements in your movement inbox affecting the same structure within their route.

Clicking the ESDAL reference or on the message type will take you to the movement details.

You can use the filter icon () and Advanced filter options as needed.

Notifications affecting structure - "02/35/58 Hessle Haven" [S-TA034258-1]

ESDAL Reference	Type	Message Type	Status	Movement date	Received	Haulier
ABCD/1234/1#1	STGO Mobile Crane Cat C	notification		29/11/2023 to 29/11/2023	21/11/2023	Haulier organisation
ABCD/1234/1#1	STGO Cat 1 - VR1	notification		15/11/2023		
ABCD/1234/1#1	STGO Cat 3	notification		06/11/2023		
ABCD/1234/1#1	STGO Cat 2	notification		30/11/2023		
ABCD/1234/1#1	STGO Mobile Crane Cat C	notification		29/11/2023		
ABCD/123/2#1(2)	STGO Cat 1	renotification		21/11/2023		
ABCD/1234/1#1	VSO	notification		18/11/2023		

FILTER [X]

Advanced

Delegation arrangement:

ESDAL structure reference number:

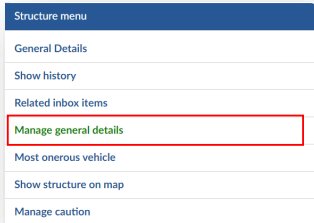
Suitability: Suitable Not Suitable Marginally Suitable

Start Point:

End Point:

Gross weight: kg

4.1.4. Manage general details



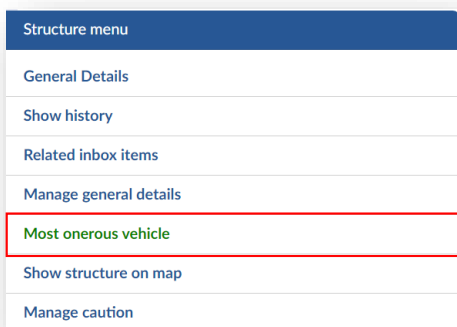
Click on **Manage general details** to view and edit information related to the structure, including the unique ID, Length, Category and Type. Use the predefined criteria within the drop-down menu for both Category and Type.

Enter all relevant information in the boxes as illustrated below, and click **SAVE**.


02/35/58 Hesse Haven - S-TA034258-1

ESRN	S-TA034258-1	Unique Id	02/35/58
Class	Underbridge	Description	<input type="text"/>
Coordinates	425821, 503431	Notes	<input type="text"/>
Owner/Stakeholder	Highways England Yorkshire & North East Region	Category	Road Bridge
Name	02/35/58 Hesse Haven	Type	User Defined
Alternative name	<input type="text"/>		Uniform Box or Tubular Culvert
			Select Type
			Select Type
		Length	5 m

4.1.5. Most onerous vehicle



Click on **Most onerous vehicle** to view all previous movements that have used the structure. Gross Weight, other associated data, and the movement date are displayed.

You can click on the movement number to see more details, and use the filter icon () to find vehicles with specific characteristics, as shown overleaf.

This diagram shows details of “most onerous vehicle”.

02/35/58 Hesse Haven - S-TA034258-1

ESDAL Reference	Haulier Name	Received Date	Movement Date	ICA	Gross Weight	Movement Status
ABCD/123/2#1(2)	Haulier organisation	14/06/2021	30/06/2021 to 31/07/2021	Pass	95000 kg	✗
ABCD/123/2#1(2)	Haulier organisation	26/03/2020	31/03/2020 to 29/04/2020	Pass	65000 kg	?
	Haulier organisation	09/06/2021	16/06/2021 to 17/07/2021	Pass	99000 kg	✗
	Haulier organisation	18/12/2020	01/01/2021 to 31/01/2021	Pass	55000 kg	✓
	Haulier organisation	25/06/2021	04/07/2021 to 04/08/2021	Pass		
	Haulier organisation	16/07/2021	19/07/2021 to	Pass		

View vehicle summary

Summary details

Summary semivehicle

Reg plates TBC

Overall length 17 m

Overall width 3.15 m

Overall height 4.8 m

Reducible height 0 m

Rigid length 12 m

Gross weight 55000 kg

Max axle weight 10000 kg

Rear overhang 0 m

semivehicle

Gross weight 55,000 kg

Max axle weight 10,000 kg

Axle weight 7,000 kg, 9,000 kg x 2, 10,000 kg x 3

Wheels per axle (Wheels or wheels x no of axles) 2, 4 x 5

Axle spacing 3.25 m, 1.45 m, 6.35 m, 1.43 m x 2, 0 m

Tyre size x 6

Tyre centre spacing m x 6

Wheel base 13.91 m

Rear overhang 0 m

Outside track 0 m

FILTER

Details

Weight type

Start date

End date

Select status

CLEAR SEARCH

4.1.6. Show structure on map

Structure menu
General Details
Show history
Related inbox items
Manage general details
Most onerous vehicle
Show structure on map
Manage caution

Click on **Show structure on map** to zoom into the selected structure's location on the map. Zoom out to view all your organisation's structures on the map.

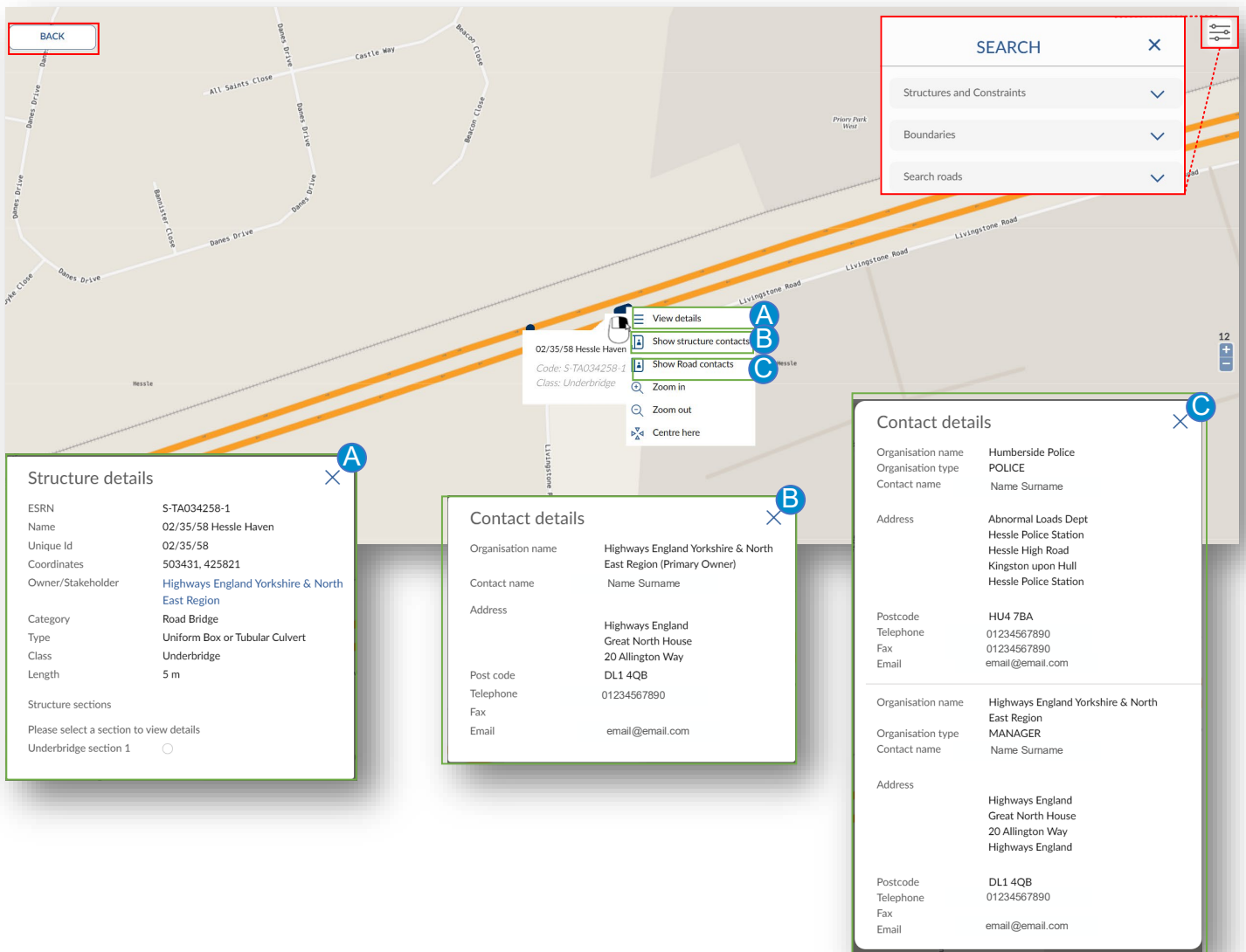
Hover over the structure, to view the structure name, right click to view the context menu, which has options as shown overleaf:

- View (structure) details - A.
- Show structure contacts - B.
- Show road contacts - C.

If a structure only has “show road contacts” as the available option, you need to zoom in further to make sure your cursor is on the structure.

Use the advanced filter option to toggle ON / OFF on the map structures and constraints Owned by Me / Owned by other Organisations. You can also toggle ON/ OFF Police and Local Authorities boundaries, DBFO Area Boundaries, TFL Roads, Welsh and Scottish Trunk roads.

Click back to return to the general details page.



BACK

SEARCH [X]

- Structures and Constraints [v]
- Boundaries [v]
- Search roads [v]

Structure details [X] (A)

ESRN	S-TA034258-1
Name	02/35/58 Hessele Haven
Unique Id	02/35/58
Coordinates	503431, 425821
Owner/Stakeholder	Highways England Yorkshire & North East Region
Category	Road Bridge
Type	Uniform Box or Tubular Culvert
Class	Underbridge
Length	5 m

Structure sections
Please select a section to view details
Underbridge section 1

Contact details [X] (B)

Organisation name	Highways England Yorkshire & North East Region (Primary Owner)
Contact name	Name Surname
Address	Highways England Great North House 20 Allington Way DL1 4QB
Post code	DL1 4QB
Telephone	01234567890
Fax	
Email	email@email.com

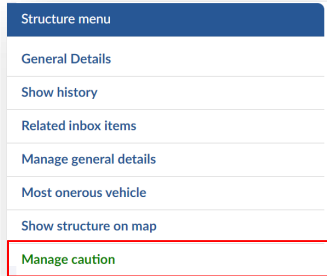
Contact details [X] (C)

Organisation name	Humberside Police
Organisation type	POLICE
Contact name	Name Surname
Address	Abnormal Loads Dept Hessele Police Station Hessele High Road Kingston upon Hull Hessele Police Station
Postcode	HU4 7BA
Telephone	01234567890
Fax	01234567890
Email	email@email.com



02/35/58 Hessele Haven
Code: S-TA034258-1
Class: Underbridge

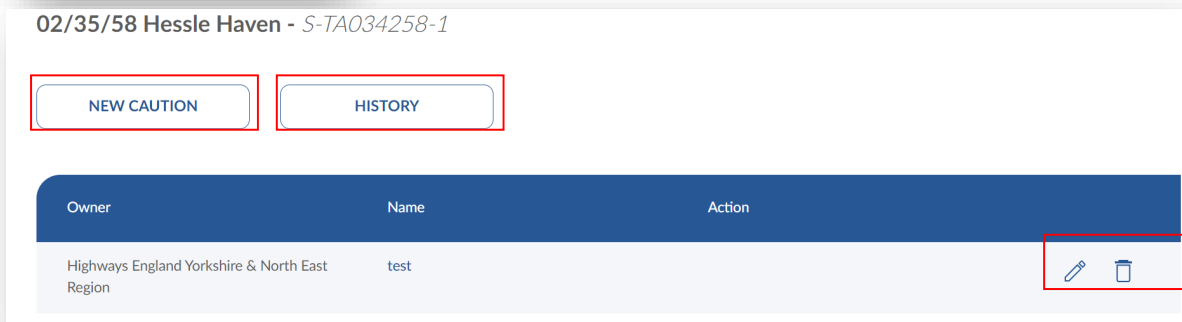
- View details [A]
- Show structure contacts [B]
- Show Road contacts [C]
- Zoom in
- Zoom out
- Centre here

4.1.7. Manage caution

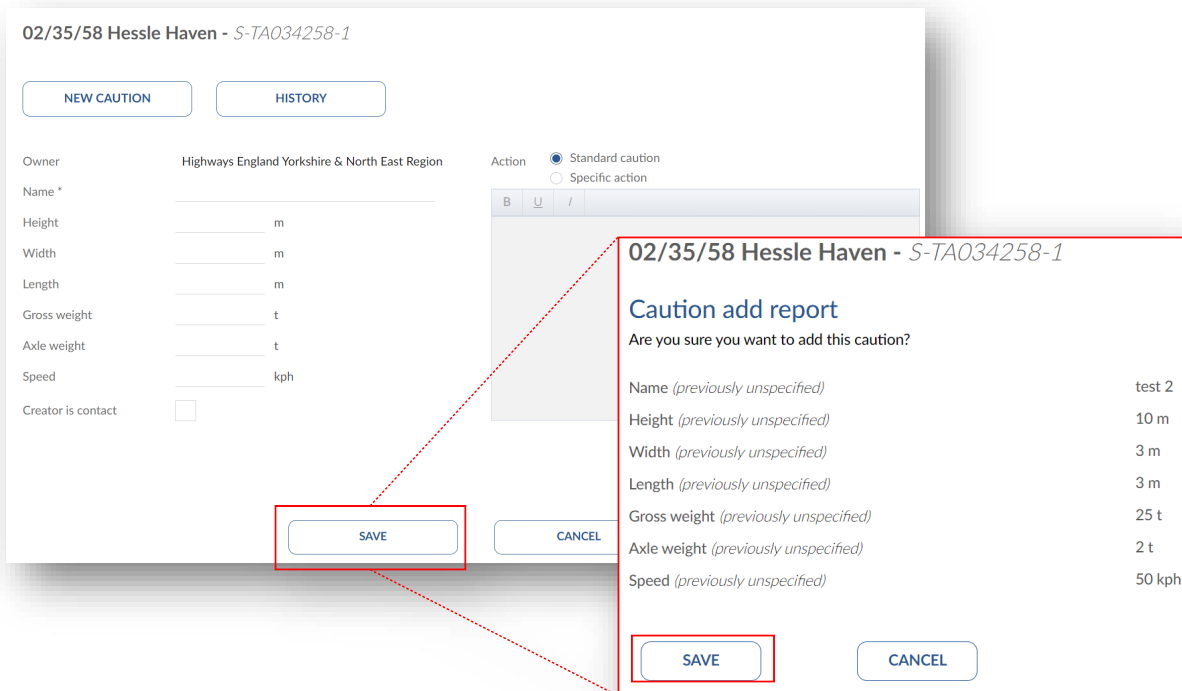


Use **Manage caution** to add, edit or view cautions associated with this structure. This option is available based on the structure type.

You can edit or delete any caution using the icons to the right of each listed caution  .



If you click on new caution, you will see the pop out box as shown below with options to create a new caution.



If you click on history, you will see a list of previous cautions. Click back to return to the previous screen.

NEW CAUTION
VIEW CAUTION LIST

Date and time	Details
19/12/2023 14:52:54	"S-TA034258-1"(73864) Caution:"test"(0) - has been added
19/12/2023 14:52:54	"S-TA034258-1"(73864) Caution:"test"(0) - Speed (previously unspecified) set to '50 kph'
19/12/2023 14:52:54	"S-TA034258-1"(73864) Caution:"test"(0) - Axle weight (previously unspecified) set to '2 t'
19/12/2023 14:52:54	"S-TA034258-1"(73864) Caution:"test"(0) - Gross weight (previously unspecified) set to '25 t'
19/12/2023 14:52:54	"S-TA034258-1"(73864) Caution:"test"(0) - Length (previously unspecified) set to '3 m'
19/12/2023 14:52:54	"S-TA034258-1"(73864) Caution:"test"(0) - Width (previously unspecified) set to '3 m'
19/12/2023 14:52:54	"S-TA034258-1"(73864) Caution:"test"(0) - Height (previously unspecified) set to '10 m'
19/12/2023 14:52:54	"S-TA034258-1"(73864) Caution:"test"(0) - Name (previously unspecified) set to 'test'
09/06/2021 16:58:38	"Hessle Haven" : ""(10154399) - HB Rating (Without Load) (previously Unspecified) set to '45 kg'
09/06/2021 16:58:38	"Hessle Haven" : ""(10154399) - HB Rating (With Load) (previously Unspecified) set to '45 kg'

1 2 3 ... > >>

BACK

4.1.8. Managing dimensions and constructions

Managing section data
Manage dimensions and constructions
Manage imposed constraints
Manage SV data
Manage ICA usage
Configure default banding factors
Check suitability of vehicle

You can manage structure details using the additional options available on the **Managing section data panel**.

The options presented to you depend on the structure type or section.

Click on **Manage dimensions and constructions** to view and edit fields related to the structure.

You can change the bridge span length and number of spans using the add, delete and edit icons in the bottom left. Click save when you have finished, or cancel to exit without saving. Clicking add will bring up a new window where you can add the details for the new span.

02/35/58 Hesse Haven - S-TA034258-1

Description:

Deck material:

Object carried:

Object crossed:

Bearings:

Skew angle: deg

Length: m

Max span length: m

Number of spans:

Number of decks:

Foundations:

Construction type:

Carriageway widths: m

Deck width: m

Spans	Span position	Span length	Span description	Span structure type	Span construction type	Span deck material	
Span 1	1	5.5 m	Span	Uniform Box or Tubular Culvert	Precast Concrete Portal	Reinforced concrete	<input type="button" value="+"/> <input type="button" value="🗑️"/> <input type="button" value="✎️"/>

4.1.9. Manage imposed constraints

Managing section data

- Manage dimensions and constructions
- Manage imposed constraints**
- Manage SV data
- Manage ICA usage
- Configure default banding factors
- Check suitability of vehicle

Use **Manage imposed constraints** to add, edit or view imposed constraints associated with a structure as shown below.

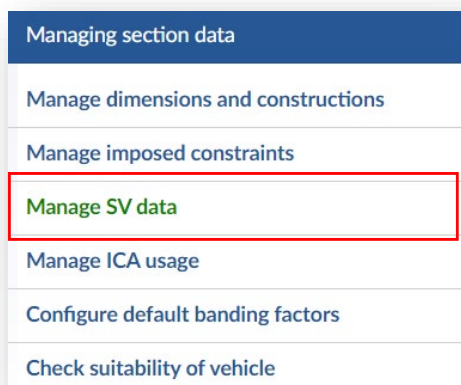
You can choose to supply both Signed restrictions and Maximum limits; ESDAL makes Signed restrictions visible to the Haulier but not Maximum limits.

Click save to save changes and exit or cancel to exit without saving.

Height	_____ m	Signed height	<input checked="" type="radio"/> Not known if there is a signed constraint
Width	_____ m		<input type="radio"/> No signed constraint
Length	_____ m		<input type="radio"/> ESDAL will make the following values available to haulier
Gross weight	_____ kg		_____ m
Axle weight	_____ kg		_____ ft
Maximum weight over minimum distance	_____ kg over		_____ in
	_____ m <input type="button" value="+"/>		<input type="checkbox"/> Constraint is physically signed
Full HA load	<input checked="" type="radio"/> True	Signed width	<input checked="" type="radio"/> Not known if there is a signed constraint
	<input type="radio"/> False or unknown		<input type="radio"/> No signed constraint
HB with associated HA live load	45 _____		<input type="radio"/> ESDAL will make the following values available to haulier
HB without associated HA live load	45 _____		_____ m
Signed gross weight	<input checked="" type="radio"/> Not known if there is a signed constraint		_____ ft
	<input type="radio"/> No signed constraint		_____ in
	<input type="radio"/> ESDAL will make the following values available to haulier		<input type="checkbox"/> Constraint is physically signed
	_____ kg		
	<input type="checkbox"/> Constraint is physically signed	Signed length	<input checked="" type="radio"/> Not known if there is a signed constraint
Signed axle weight	<input checked="" type="radio"/> Not known if there is a signed constraint		<input type="radio"/> No signed constraint
	<input type="radio"/> No signed constraint		<input type="radio"/> ESDAL will make the following values available to haulier
	<input type="radio"/> ESDAL will make the following values available to haulier		_____ m
	_____ kg		_____ ft
	<input type="checkbox"/> Constraint is physically signed		_____ in
			<input type="checkbox"/> Constraint is physically signed

If both Signed restrictions and Maximum limits have values, the load will be tested against the Maximum limit. The Height, Width and Length Maximum limits do not have to be enabled but are activated when individual values are provided. ESDAL will assess movements against the structure limits provided. For ESDAL to use the Gross weight, Axle weight or Maximum weight over minimum distance limits for assessment, their associated ICA must be enabled (see section [4.1.11](#)).

4.1.10. Manage SV data



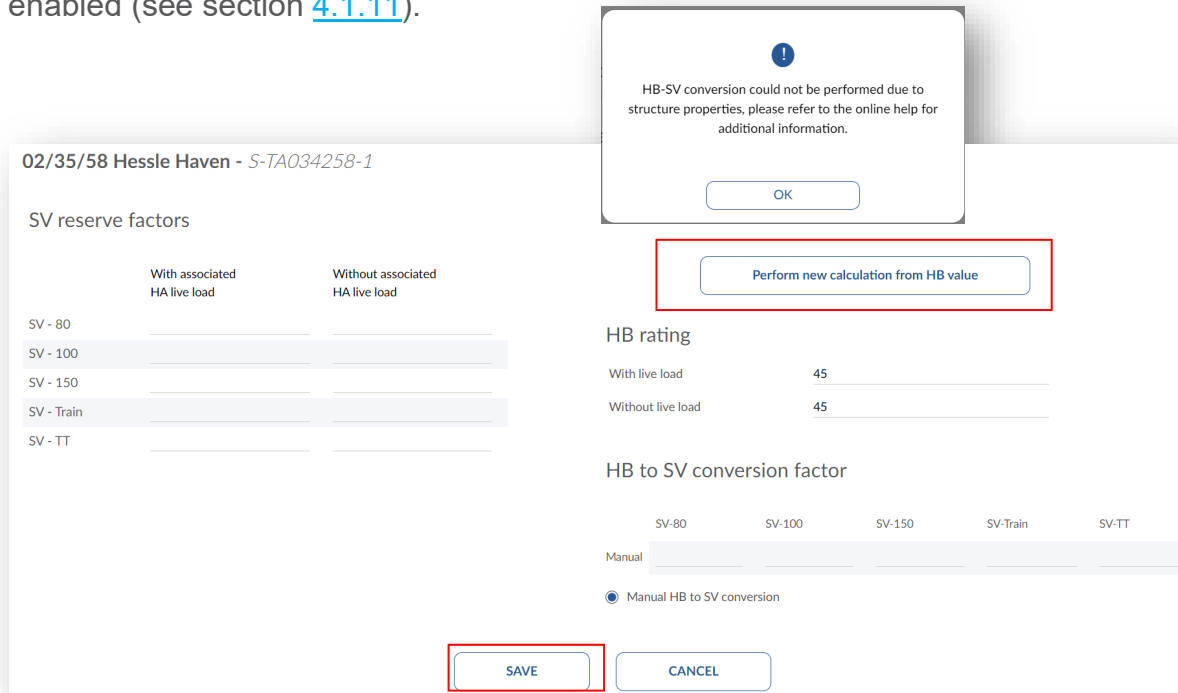
Use **Manage SV data** to view or edit SV data values and perform HB calculations, as shown below.

Clicking on 'Perform new calculation from HB value' will require ESDAL to perform its HB to SV conversion. The results will be provided in a table which will allow you to add SV ratings or to accept those calculated by ESDAL. If the HB-SV conversion cannot be performed, you will see a warning message as shown below.

HB to SV conversion can only be carried out on simply supported or continuous span bridges; up to 3 spans and adjacent spans sum of span length no greater than 50m.

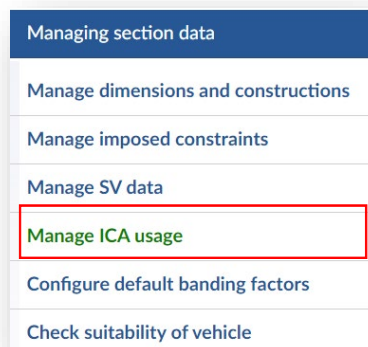
Click save to save and exit, or cancel to exit without saving.

For ESDAL to use the SV data for assessment the associated ICA must be enabled (see section [4.1.11](#)).



The screenshot shows a software window titled "02/35/58 Hesse Haven - S-TA034258-1". It contains a table for "SV reserve factors" with columns "With associated HA live load" and "Without associated HA live load". Rows include SV-80, SV-100, SV-150, SV-Train, and SV-TT. To the right, there is a section for "HB rating" with values of 45 for both "With live load" and "Without live load". Below that is the "HB to SV conversion factor" section, which includes a "Manual" input field and a radio button for "Manual HB to SV conversion" which is selected. A red box highlights a button labeled "Perform new calculation from HB value". At the bottom, there are "SAVE" and "CANCEL" buttons, with "SAVE" also highlighted in red. An error dialog box is open at the top, stating: "HB-SV conversion could not be performed due to structure properties, please refer to the online help for additional information." with an "OK" button.

4.1.11. Manage ICA usage



The screenshot shows a vertical menu titled "Managing section data". The items in the menu are: "Manage dimensions and constructions", "Manage imposed constraints", "Manage SV data", "Manage ICA usage" (highlighted with a red box), "Configure default banding factors", and "Check suitability of vehicle".

Use the Manage ICA usage to enable/disable Weight screening and SV Indicative Capacity Appraisals (ICA). If there is data in the structure record which can be used to perform the ESDAL ICA, the specific ICA will be shown as 'Available'. For the ICA to be used for assessment, you need to set it to 'Enabled' and save. ESDAL will prioritise and utilise SV values in calculations when enabled disregarding any other values e.g. If both Gross weight and SV ratings were enabled, ESDAL would only use the SV ratings. However, if both Gross and Axle weight are enabled, ESDAL

will apply both limits in its calculation.

Select "Use custom" and enter the required values for the ICA banding for individual structures and SAVE.

02/35/58 Hessle Haven - S-TA034258-1

Weight screening

Banding limit factors (Lower-Upper) Use default 1 - 2
 Use custom _____ - _____

Gross weight	Not available	<input type="radio"/> Enabled	<input type="radio"/> Disabled
Axle weight	Not available	<input type="radio"/> Enabled	<input type="radio"/> Disabled
Weight over distance	Not available	<input type="radio"/> Enabled	<input type="radio"/> Disabled
AWR screening	Available	<input type="radio"/> Enabled	<input checked="" type="radio"/> Disabled

SV

Banding limit factors (Lower-Upper) Use default 0.9 - 1.05
 Use custom _____ - _____

SV - 80	Not available	<input type="radio"/> Enabled	<input type="radio"/> Disabled
SV - 100	Not available	<input type="radio"/> Enabled	<input type="radio"/> Disabled
SV - 150	Not available	<input type="radio"/> Enabled	<input type="radio"/> Disabled
SV - Train	Not available	<input type="radio"/> Enabled	<input type="radio"/> Disabled

4.1.12. Configure default banding factors

Managing section data
Manage dimensions and constructions
Manage imposed constraints
Manage SV data
Manage ICA usage
Configure default banding factors
Check suitability of vehicle

Use the **Configure default banding factors** to view / edit banding factors. The ESDAL default values are 0.9 – 1.05 for both Weight and SV screening. You can change either or both to your organisation’s default value. You can change the banding factor for an individual structure via the Manage ICA usage (see section [4.1.11](#)).

02/35/58 Hesse Haven - S-TA034258-1

Weight screening

Default limit factor (lower-upper) Use ESDAL Default : 0.9 - 1.05
 Use organisation default : 1 - 2

SV screening

Default limit factor (lower-upper) Use ESDAL Default : 0.9 - 1.05
 Use organisation default : -

SAVE **CANCEL**

4.1.13. Check suitability of vehicle

- Managing section data
- Manage dimensions and constructions
- Manage imposed constraints
- Manage SV data
- Manage ICA usage
- Configure default banding factors
- Check suitability of vehicle**

Use the **check suitability of vehicle** to perform ICA assessment based on vehicle type.

Note the three highlighted sections in the overview diagram below, which will appear as relevant to the selections made.

Component details will display depending on the selection of the movement classification and configuration type.

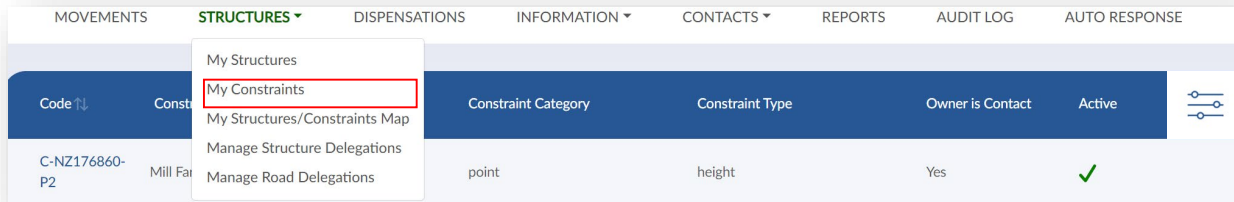
The tractor and trailer boxes will show depending on the number of components.

You must complete all the mandatory information before clicking the PERFORM ICA button.


02/35/58 Hessle Haven - S-TA034258-1

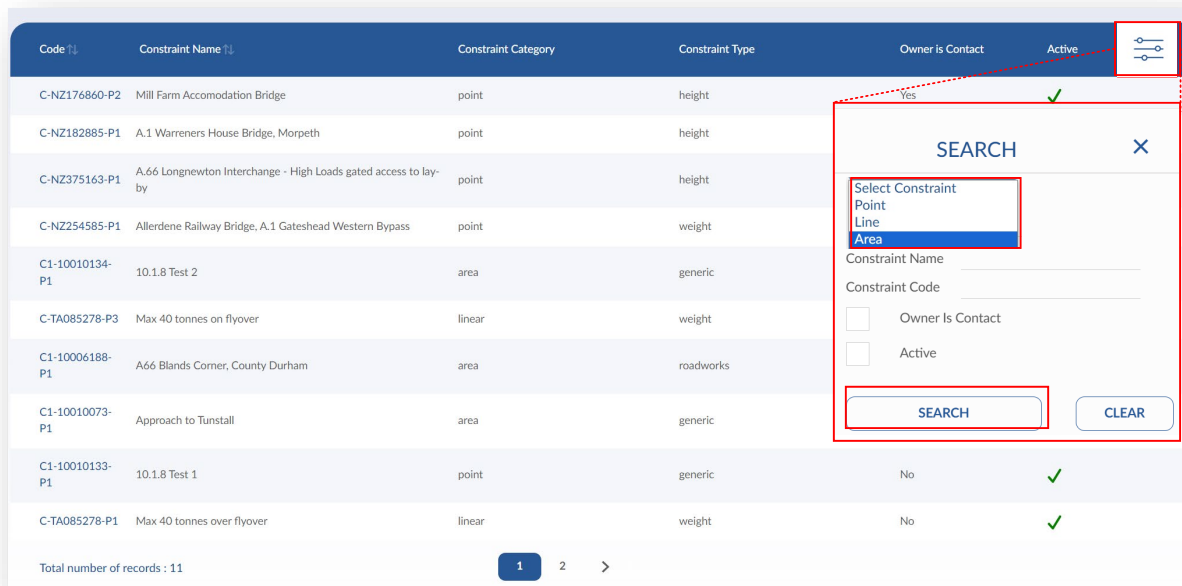
Movement Classification*	<input type="text" value="Construction and Use"/>	Component details	
Configuration Type*	<input type="text" value="Drawbar Trailer"/>		
Gross weight*	<input type="text" value="0"/> kg	Tractor	Trailer
Length*	<input type="text" value="0"/> m	Gross weight*	<input type="text" value="0"/> kg
Width*	<input type="text" value="0"/> m	Maximum axle weight*	<input type="text" value="0"/> kg
Maximum Axle Weight*	<input type="text" value="0"/> m	Minimum Axle Spacing*	<input type="text" value="0"/> m
Minimum Axle Spacing*	<input type="text" value="0"/> m	Number of tractor axles*	<input type="text" value="0"/>
Number of Components*	<input type="text" value="2"/>	<input type="button" value="PERFORM ICA"/>	<input type="button" value="CANCEL"/>
Tractor*	<input type="text" value="Select"/>		
Trailer*	<input type="text" value="Select"/>		



4.2. My constraints



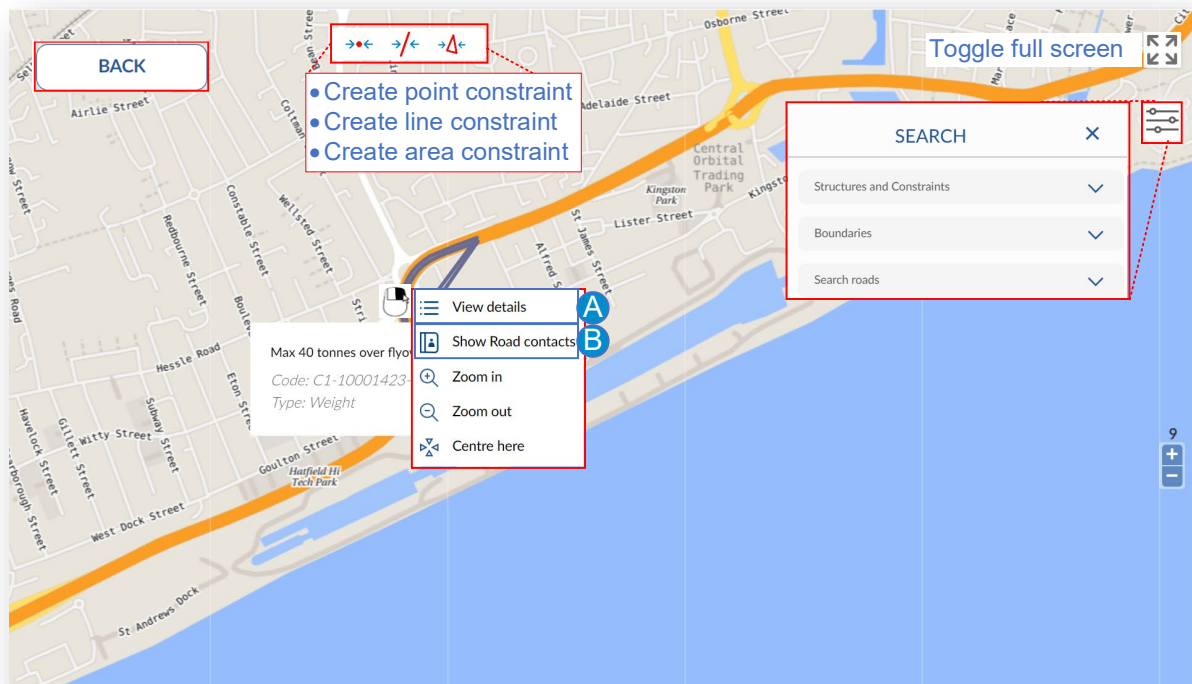
From the STRUCTURES menu, click on my constraints to view a list of all constraints created by your organisation as shown below.

You can sort the list by code or constraint name using the arrows to the right of the name in the header. Use the advanced search feature () to filter the list by constraint type, name, code, and owner.





Clicking on the individual constraint code from your list will open the map, zoomed into the selected constraint as illustrated below. Hover over the constraint icon () to view the constraint name, right click () to view the context menu. Use the zoom in and zoom out function to zoom in and out of the map, you can also achieve this using your mouse scroll.

Use the back button to return to the list of constraints.



All other constraints will be visible on the map at a minimum zoom level of 7.

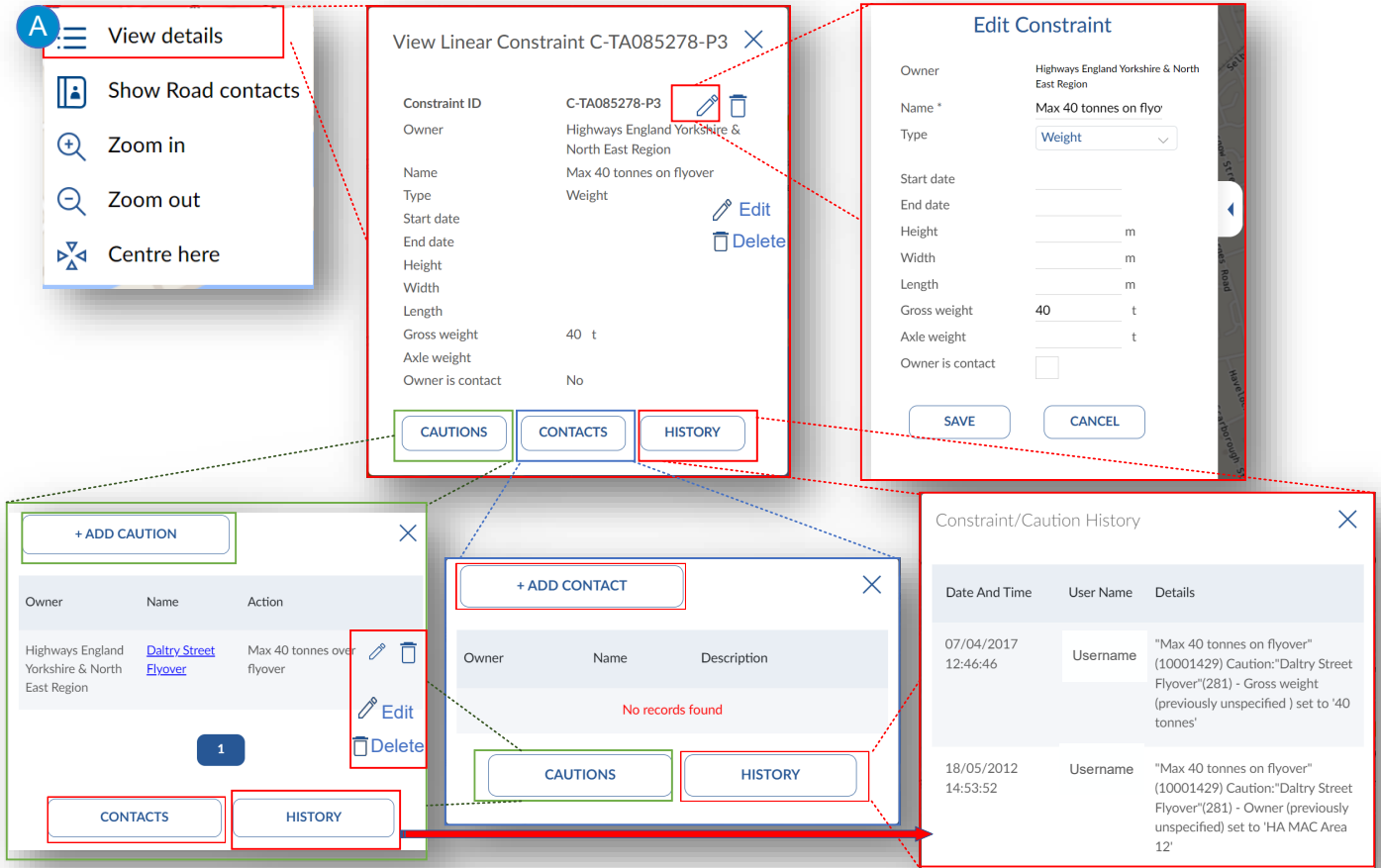
You can use the constraints icons  to add new constraints on the map (see section 4.4). Use the advanced search feature  to toggle ON/OFF on the map structure and constraints Owned by Me / Owned by other Organisations. You can also toggle ON/ OFF Police and Local Authorities boundaries, DBFO Area Boundaries, TFL Roads, Welsh and Scottish Trunk roads.

Use the Zoom in, Zoom out and centre here options to change the map level.

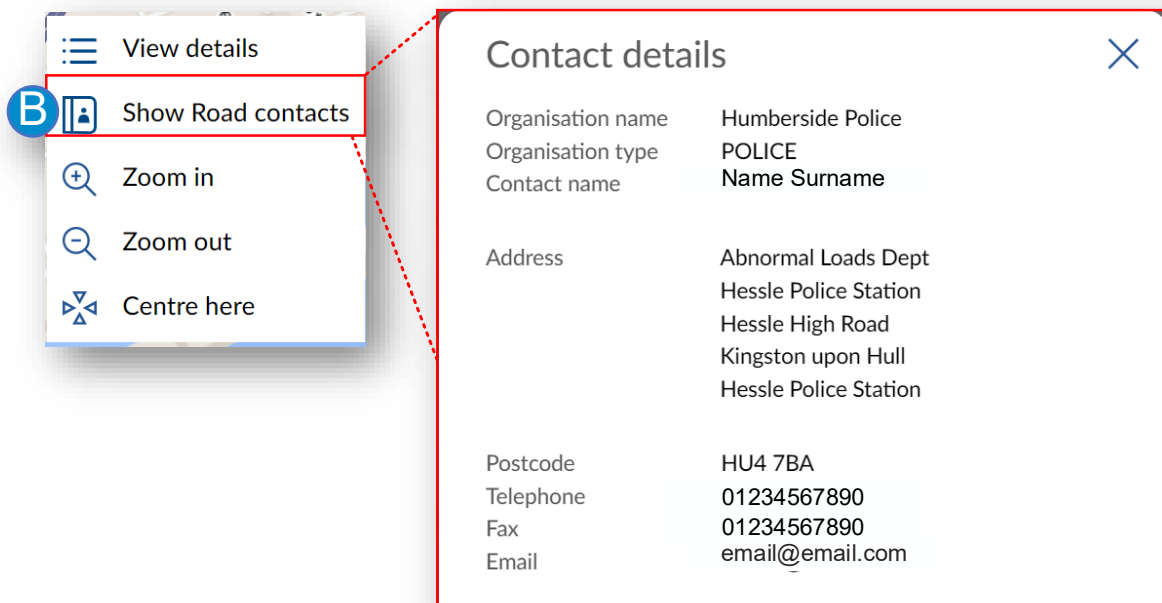
You can select view details (see letter A on the figure above and the expanded diagram below) from the context menu to:

- Edit / delete the existing constraint and caution.
- Add new cautions using the CAUTION button.
- View and add new contact details using the CONTACTS button.
- View the Constraint / Caution History using the HISTORY button.

Further details on the use of constraints and their cautions are in section 4.4.

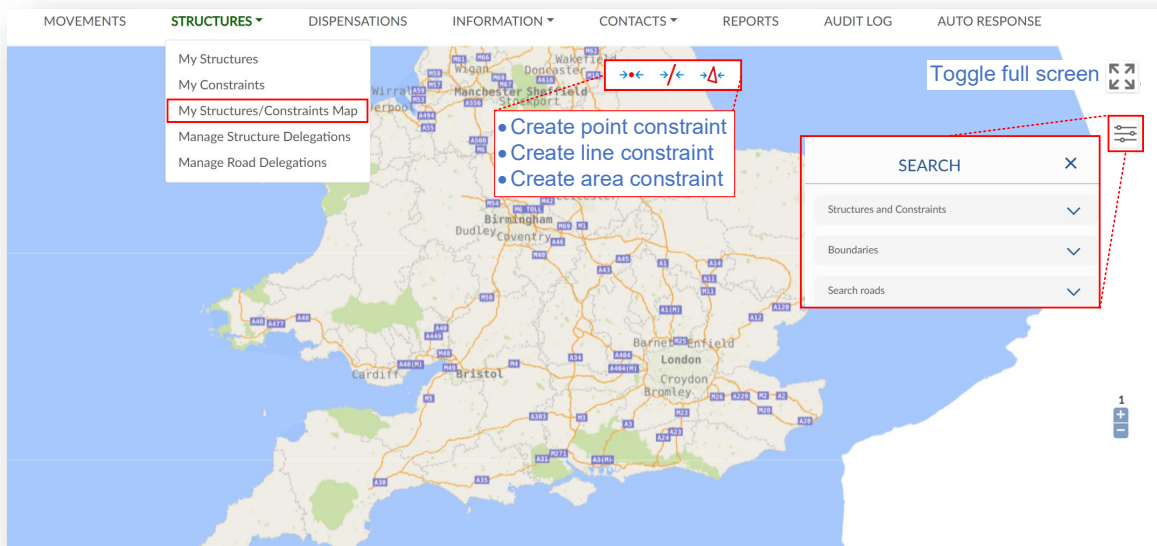




You can view the road contact details (see letter B on the map figure above and the expanded diagram below) from the context menu.



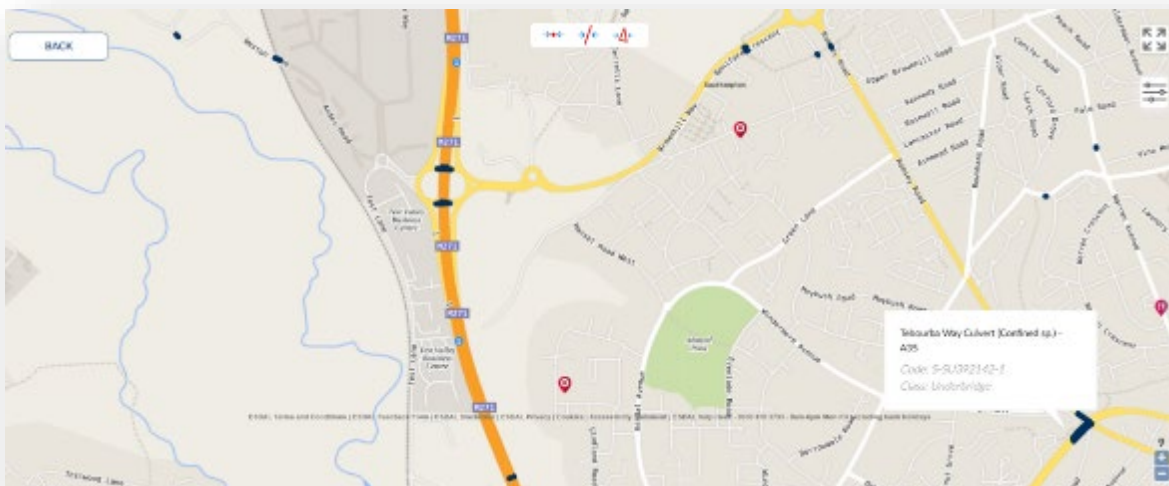
4.3. My structures / constraints map

Choosing “My Structures/Constraints Map” from the drop down list will show all constraints on the map.





Use the constraints icons  to add new constraints on the map (see section 4.4). Use the advanced search feature  to toggle ON/OFF on the map, structure and constraints Owned by Me / Owned by other Organisations. You can also toggle ON/ OFF Police and Local Authorities boundaries, DBFO Area Boundaries, TFL Roads, Welsh and Scottish Trunk roads.

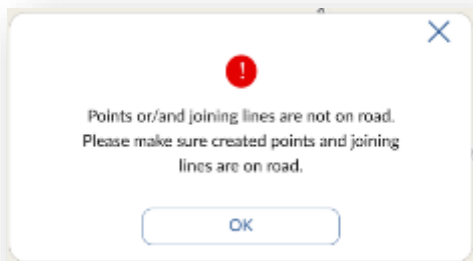
View your structures and constraints by zooming into the specific area on the map. Zoom to a minimum of level 7 or above, using the zoom level icon on map.




4.4. Creating a constraint

You can create a new constraint within your specific boundary using one of three options:

- Point constraint: create a new constraint using the point constraint  icon on the map. Click on the icon and then select a point on the map where you want to create a constraint. This will show a pop-up, fill in the necessary details and save. Clicking cancel will return you to the map page.
- Line constraint: create a new constraint using the line constraint icon  on the map. Click on the icon and then select a start point on the map along the road where you want to create a constraint. Click at several points along the road to follow the contour of the road, double click to complete and save the constraint. This will show a pop-up, fill in the necessary details and save. Clicking cancel will return you to the map page. A pop-up window is shown on the system to provide further instructions.



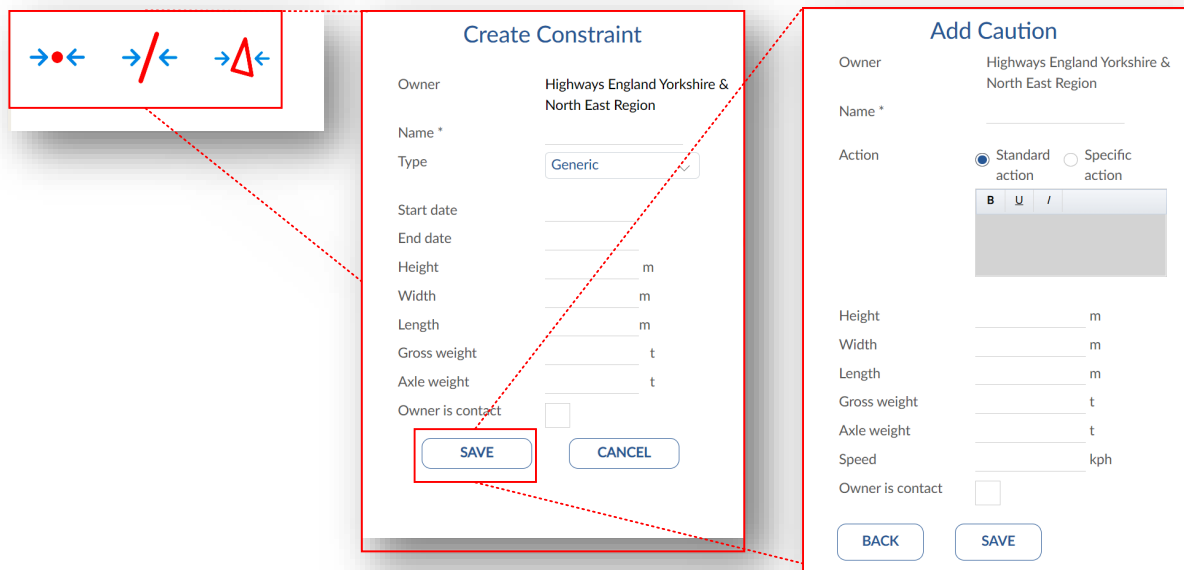
The popup illustrated will show if you click outside the road. If you get this warning, increase the zoom level you are working at and redraw the constraint.

- Area constraint: create a new constraint using the Area constraint icon  on the map. Click on the icon and then select a start point on the map where you want to create a constraint. You need to select three points to form a triangle for the area constraint, then double click to select the end point on the map. This will show a pop-up, fill in the necessary details and save. Clicking cancel will return you to the map page.

4.4.1. New constraint details

Use a constraint to create a temporary restriction along a route, for example , roadworks. You can use one of the three options above to create a new constraint. Enter all the mandatory and necessary information, including start and end date and restriction details. You will also need to complete all mandatory and necessary information for the caution.

Constraints and cautions are seen by the haulier and SORT based on the limits set here, which will trigger based on the values entered in a particular movement. Constraints and cautions without limits will be seen by all users using the route.



Create Constraint

Owner: Highways England Yorkshire & North East Region

Name * _____

Type:

Start date: _____

End date: _____

Height: _____ m

Width: _____ m

Length: _____ m

Gross weight: _____ t

Axle weight: _____ t

Owner is contact:

SAVE **CANCEL**

Add Caution

Owner: Highways England Yorkshire & North East Region

Name * _____

Action: Standard action Specific action

Height: _____ m

Width: _____ m

Length: _____ m

Gross weight: _____ t

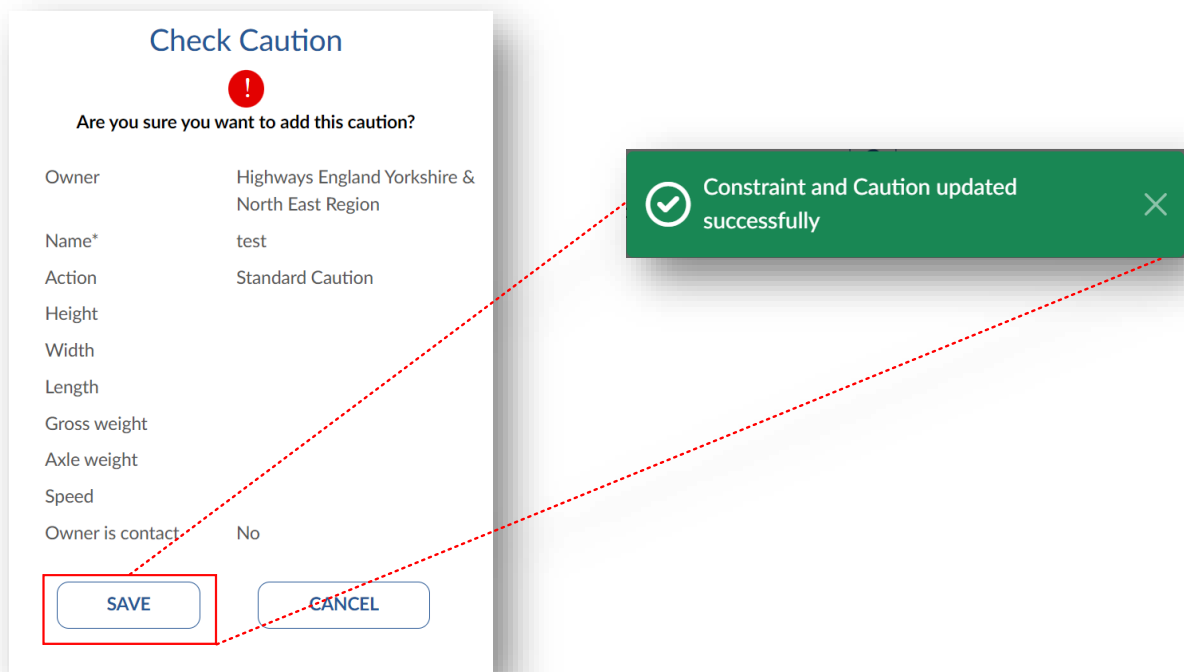
Axle weight: _____ t

Speed: _____ kph

Owner is contact:

BACK **SAVE**

Having chosen a constraint type and added the details, clicking on the save button will give you the ADD CAUTION pop-up. Click on the save button once you have entered all the details. The system will show a confirmation pop-up, click on the save button to confirm these details.



Check Caution

!

Are you sure you want to add this caution?

Owner: Highways England Yorkshire & North East Region

Name*: test

Action: Standard Caution

Height: _____

Width: _____

Length: _____

Gross weight: _____

Axle weight: _____

Speed: _____

Owner is contact: No

SAVE **CANCEL**

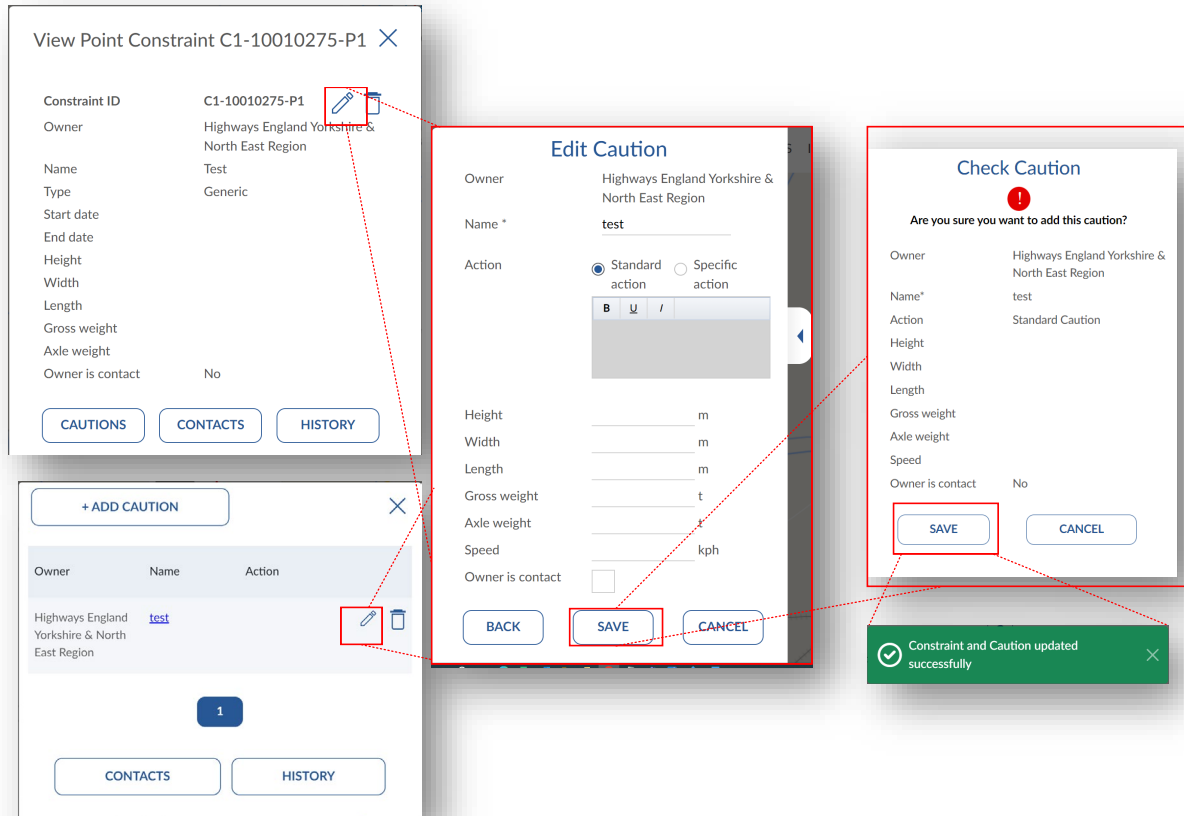
✓ Constraint and Caution updated successfully **✕**

Using the line constraint option will provide an additional tick box for you to confirm whether this is a node constraint.

4.4.2. Editing a constraint or caution

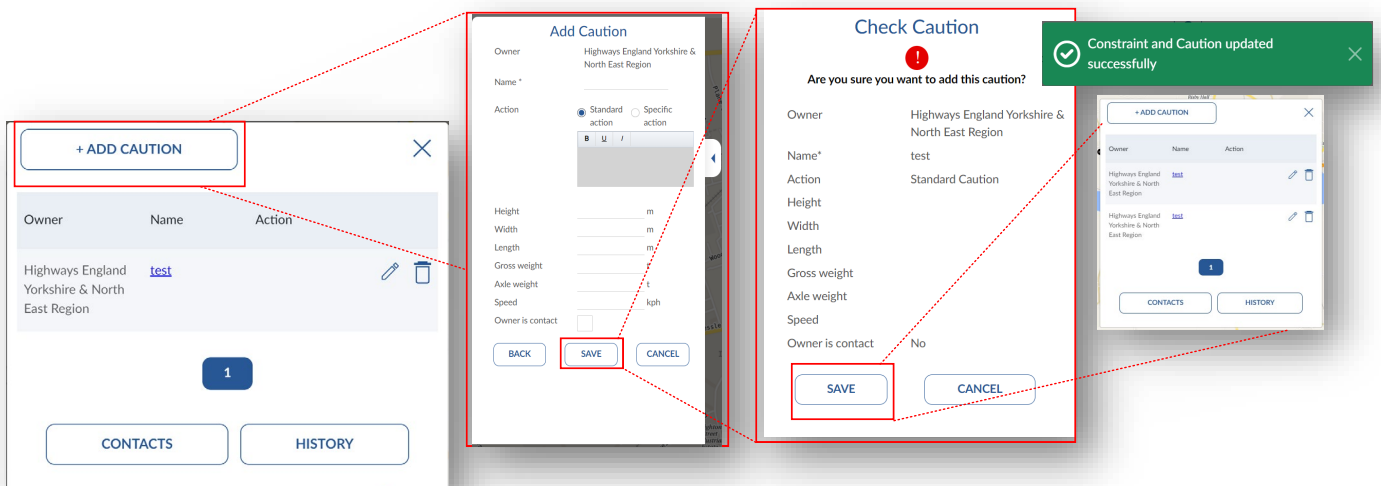
You can use the appropriate icons to edit or delete a constraint or a caution. You can use the "action" section of the caution to give hauliers further details about the constraint or for diversion routes.

	Delete
	Edit



4.4.3. Add a new caution

You can click on the ADD button to add a new caution.



4.4.4. History

You can click on the history button on either a constraint or a caution to see the changes that have been made to that constraint or caution as illustrated below.

View Linear Constraint C-TA085278-P3 ✕

Constraint ID	C-TA085278-P3 ✎ 🗑
Owner	Highways England Yorkshire & North East Region
Name	Max 40 tonnes on flyover
Type	Weight
Start date	
End date	
Height	
Width	
Length	
Gross weight	40 t
Axle weight	
Owner is contact	No

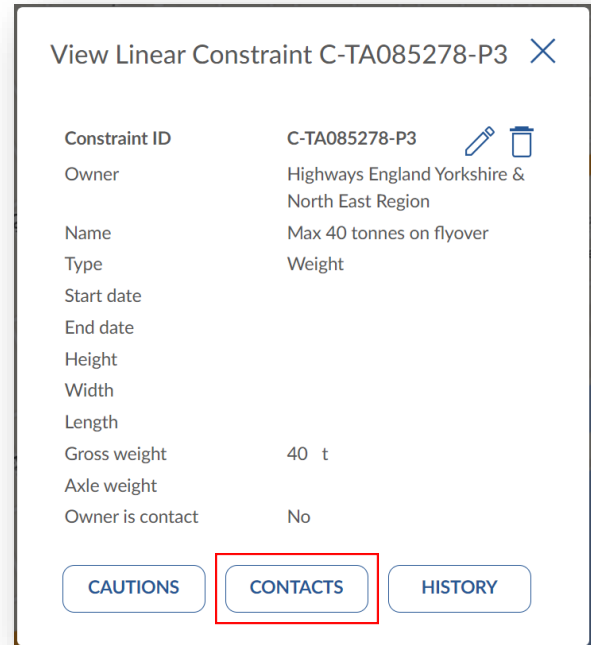
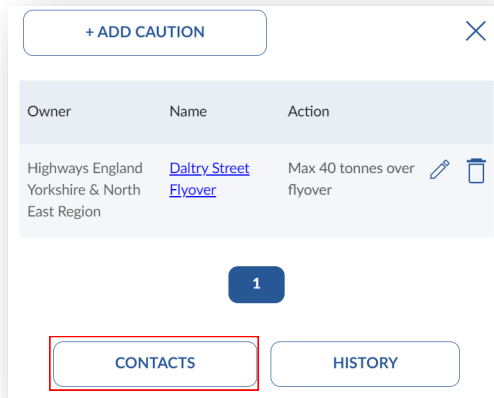
CAUTIONS
CONTACTS
HISTORY

Constraint/Caution History ✕

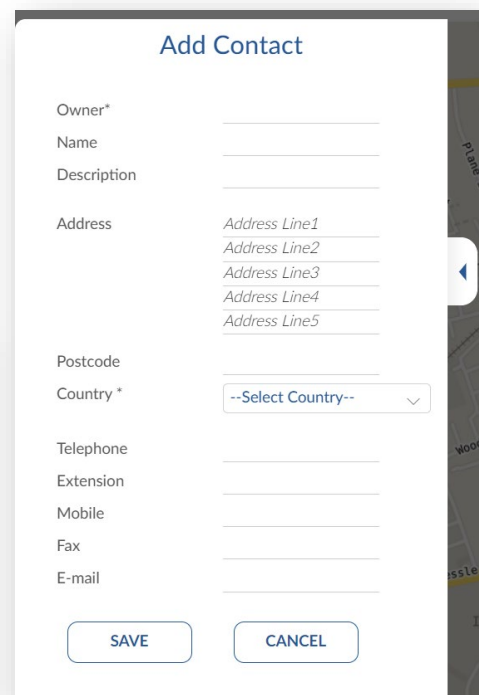
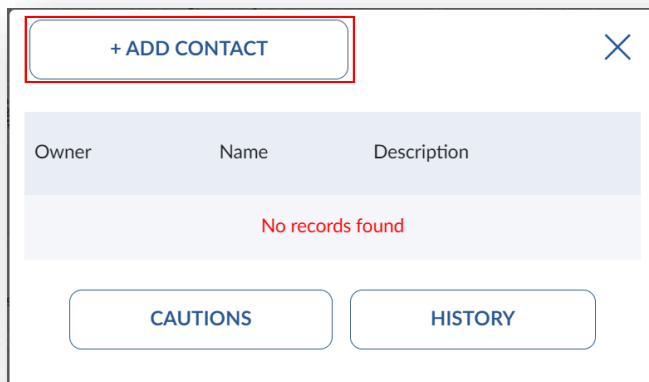
Date And Time	User Name	Details
07/04/2017 12:46:46	Username	"Max 40 tonnes on flyover" (10001429) Caution:"Daltry Street Flyover"(281) - Gross weight (previously unspecified) set to '40 tonnes'
18/05/2012 14:53:52	Username	"Max 40 tonnes on flyover" (10001429) Caution:"Daltry Street Flyover"(281) - Owner (previously unspecified) set to 'HA MAC Area 12'
18/05/2012 14:53:52	Username	"Max 40 tonnes on flyover" (10001429) Caution:"Daltry Street Flyover"(281) - Name (previously unspecified) set to 'Daltry Street Flyover'

4.4.5. Contacts

You can click on the contacts button on a constraint or caution to see the relevant contact details.



You can add and save new contacts by using the add contact button as shown. All added contacts will be visible to all users against the constraint.

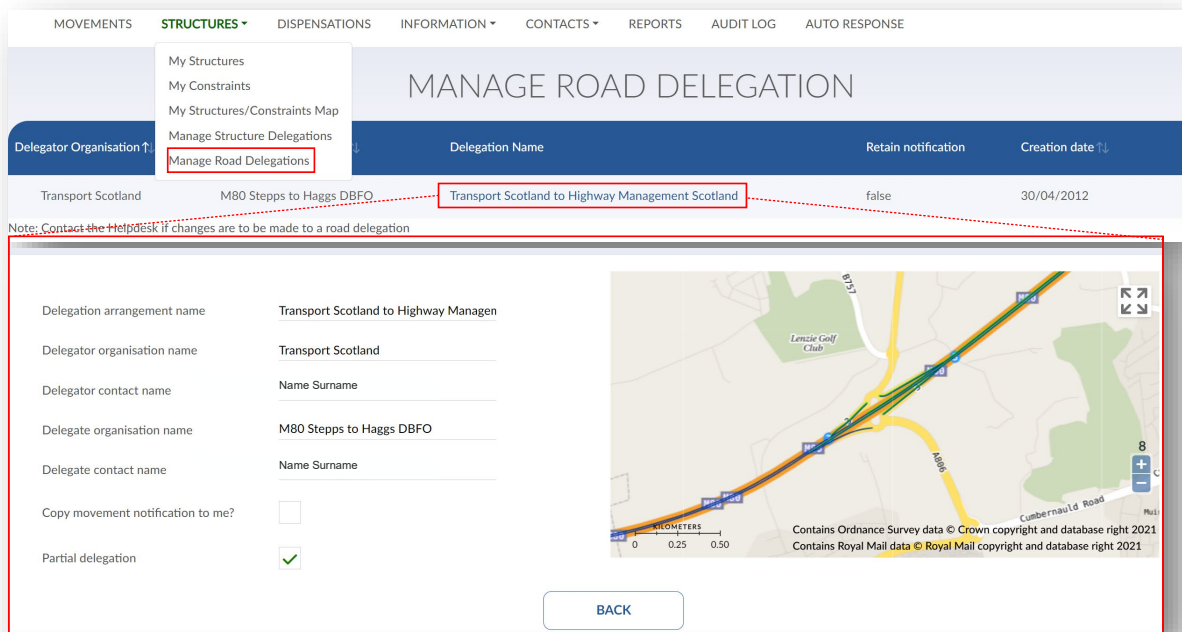


4.5. Manage structure delegation

Contact the ESDAL Helpdesk team if you require a new structure delegation or to change an existing one.

4.6. Road delegation

From the menu choose STRUCTURES > Manage Road Delegations, this will list all road delegations.



The screenshot shows the ESDAL web interface. At the top, there is a navigation menu with options: MOVEMENTS, STRUCTURES (selected), DISPENSATIONS, INFORMATION, CONTACTS, REPORTS, AUDIT LOG, and AUTO RESPONSE. Below the menu, there is a sub-menu for STRUCTURES with options: My Structures, My Constraints, My Structures/Constraints Map, Manage Structure Delegations, and Manage Road Delegations (highlighted with a red box). The main content area is titled 'MANAGE ROAD DELEGATION' and contains a table with the following data:

Delegation Organisation	Delegation Name	Retain notification	Creation date	
Transport Scotland	M80 Stepps to Hags DBFO	Transport Scotland to Highway Management Scotland	false	30/04/2012

Below the table, there is a note: 'Note: Contact the Helpdesk if changes are to be made to a road delegation'. The detailed view of the delegation shows the following information:

- Delegation arrangement name: Transport Scotland to Highway Managen
- Delegation organisation name: Transport Scotland
- Delegation contact name: Name Surname
- Delegate organisation name: M80 Stepps to Hags DBFO
- Delegate contact name: Name Surname
- Copy movement notification to me?
- Partial delegation

To the right of the form is a zoomable map showing the delegation route. The map includes a scale bar (0 to 0.50 kilometers) and a 'BACK' button at the bottom.

If you click on a delegation name, you can view the information shown above, together with a zoomable map of the delegation.

The creation and editing of road delegations are managed by the ESDAL helpdesk. If you need a new delegation to be created or an existing delegation to be edited, contact the helpdesk.

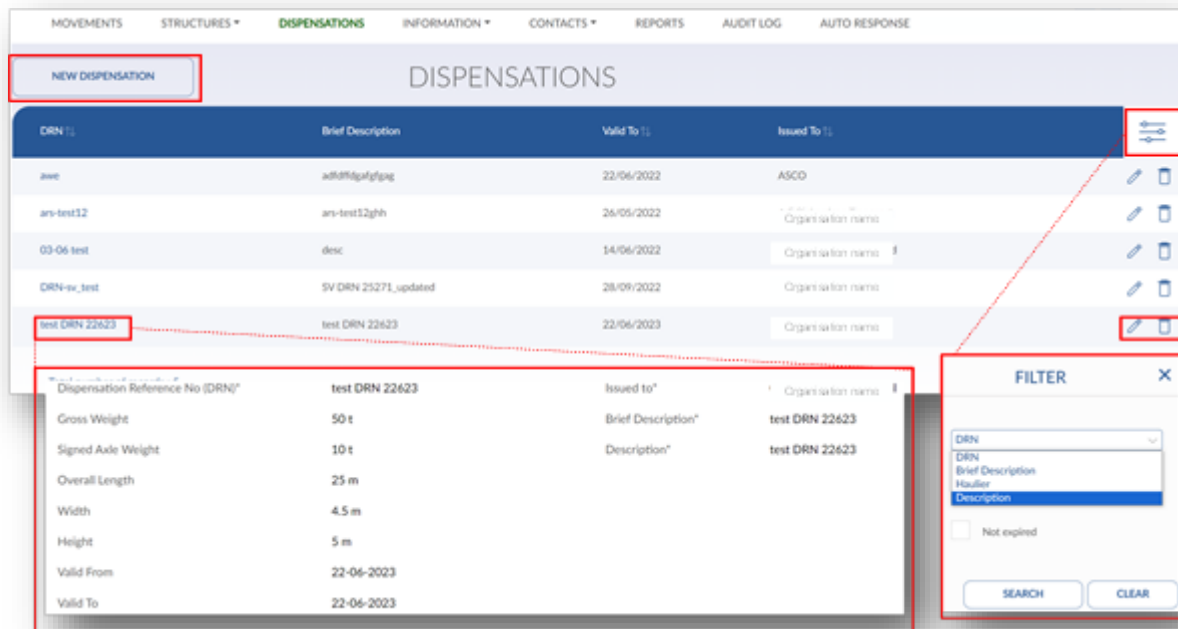
5. Dispensation

You can view all dispensations in this section.

Haulier requests for a dispensation need to be agreed outside of ESDAL.

You can add details of a newly agreed dispensation to ESDAL by clicking the “New Dispensation” button (see section [5.1](#)).

You can sort the list of dispensations by the DRN (dispensation reference number), valid to, and issued to columns by clicking the arrows to the right of those items in the header.



DRN	Brief Description	Valid To	Issued To
awc	adffldgplpug	22/06/2022	ASCO
ary-test12	ary-test12ghh	26/05/2022	Organisation name
03-06 test	desc	14/06/2022	Organisation name
DRN-va_test	SV DRN 23271_updated	28/09/2022	Organisation name
test DRN 22623	test DRN 22623	22/06/2023	Organisation name

Dispensation Reference No (DRN)	test DRN 22623	Issued to	Organisation name
Gross Weight	50 t	Brief Description	test DRN 22623
Signed Axle Weight	10 t	Description	test DRN 22623
Overall Length	25 m		
Width	4.5 m		
Height	5 m		
Valid From	22-06-2023		
Valid To	22-06-2023		

FILTER

DRN

DRN

Brief Description



Haulier


Description

Not expired

SEARCH CLEAR

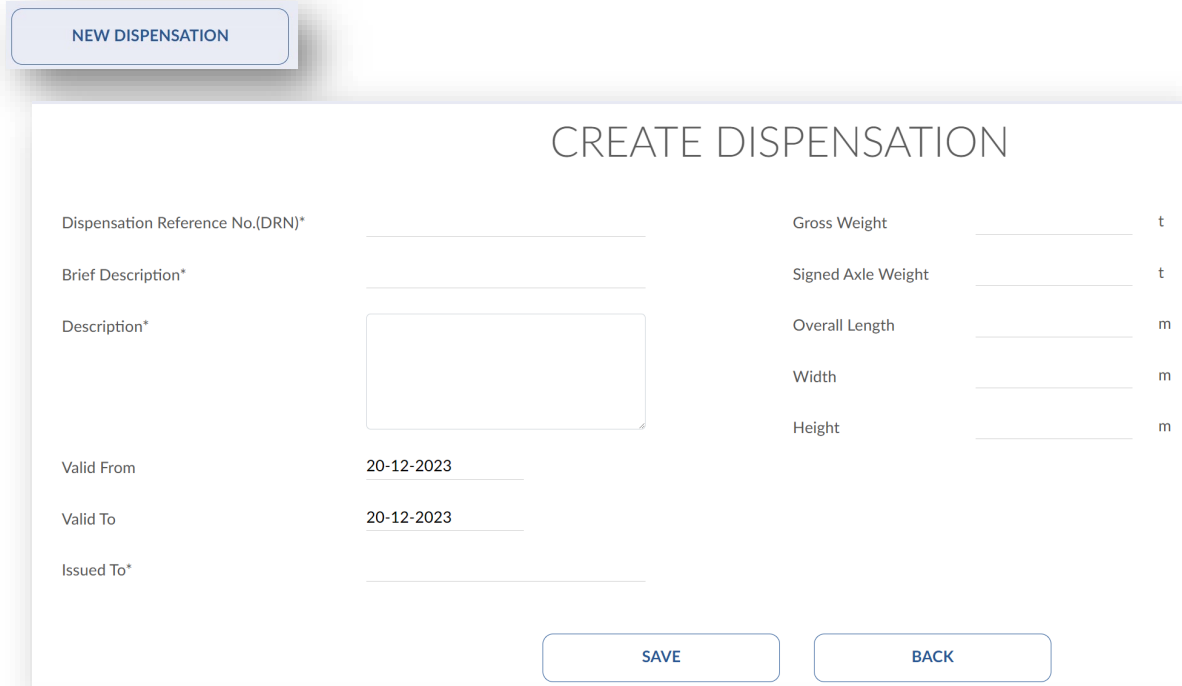
You can view the details of the dispensation by clicking on the DRN in the left hand column. You can delete or edit a dispensation using the buttons at the right hand side of the table.

	Delete dispensation
	Edit dispensation

The advanced filter  will allow you search for dispensations using the dropdown menu.

5.1. Creating a new dispensation

You can create a new dispensation by clicking on the NEW DISPENSATION button to bring up the pop-up window shown below.



NEW DISPENSATION

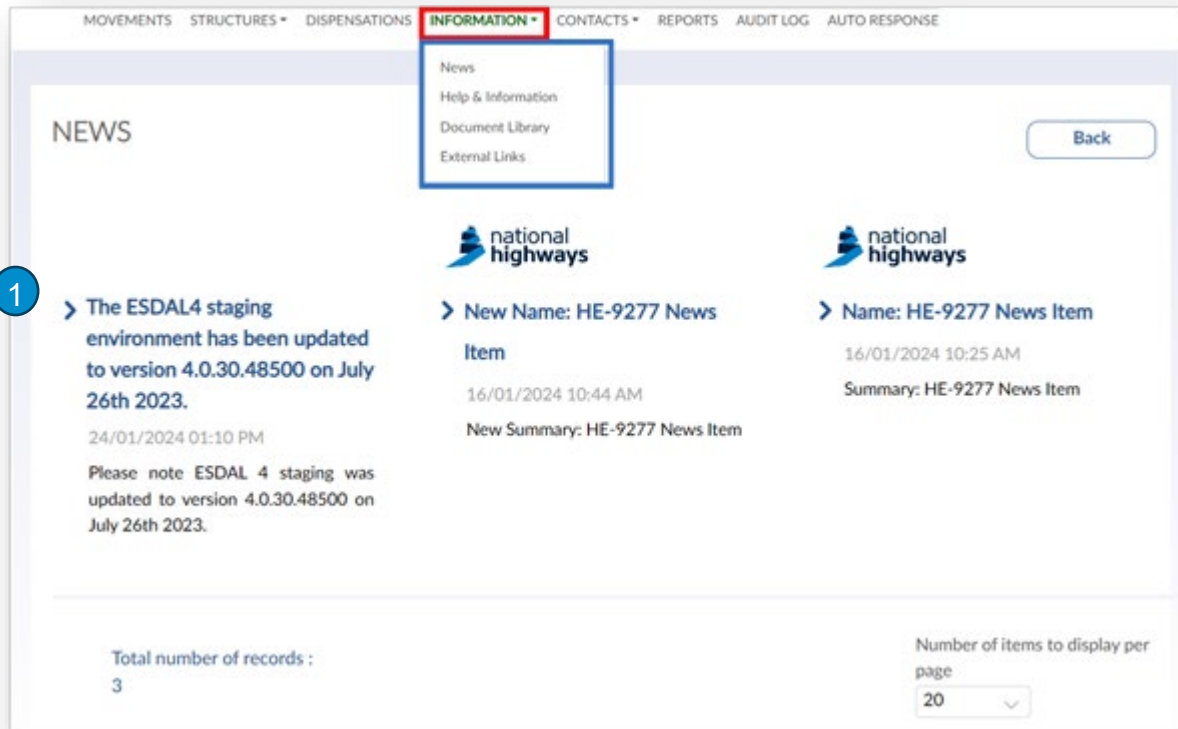
CREATE DISPENSATION

Dispensation Reference No.(DRN)*	<input type="text"/>	Gross Weight	<input type="text"/>	t
Brief Description*	<input type="text"/>	Signed Axle Weight	<input type="text"/>	t
Description*	<input type="text"/>	Overall Length	<input type="text"/>	m
		Width	<input type="text"/>	m
		Height	<input type="text"/>	m
Valid From	20-12-2023			
Valid To	20-12-2023			
Issued To*	<input type="text"/>			

SAVE BACK

Fill in all the mandatory fields and click on the SAVE button and then OK on the confirmation pop-up. This will add the new dispensation.

6. Information



Clicking on the information tab on the Menu bar (shown in the overview diagram above) will provide you with with four options as described in the table below and shown in the following diagrams:

Option	Description
1 News	This will show you all ESDAL news items. Clicking on each hyperlink header will give you more detailed information.
2 Help & Information	This will provide you with ESDAL related information including the user guide and ESDAL related forms. Clicking on each hyperlink header will give you more detailed information.
3 Document Library	This holds files and documents relating to ESDAL. Selecting the file name will download the document. You can filter using the document type header.
4 External Links	This will provide you with ESDAL related external links. Clicking on each hyperlink header will open a new browser window/ tab for the relevant link.

HELP AND INFORMATION

2

> 27791 Test Information Item

27791 Test Information Item

DOCUMENT LIBRARY

Select document type

All

3

> High Doc- 2.10.5

High Doc- 2.10.5

VR1.pdf (11 Kb)

2A2.mpd (10 Kb)

VR1 test.docx (194 Kb)

> Test_document_1

Test document

va.docx (11 Kb)

> Low Doc- 2.10.5

Low Doc- 2.10.5

info.pdf (0 Kb)

> 27878 Document Test

27878 Document Test

Area 50 General Roadside Safety.docx (254 Kb)

> VR1

Application for Authority to move a vehicle which, with load, exceeds 5.5 metres but does not exceed 6.1 metres in width.

VR1_Cube address.pdf (80 Kb)

VR1_Cube address.docx (67 Kb)

> Notification to Police (BE16 & VR1)

Sample_20-06.docx (5 Kb)

> 27791 Document Item

27791 Document Item

Area 100-110 Cycle Programme June 2005.pdf (457 Kb)

> ESDAL Jobs version 4

Not available online

The ESDAL2 Header User Guide.pdf (254 Kb)

TimeAgas.mpd (713161 Kb)

ALSAT Error Message.docx (27 Kb)

> Documents have moved

Please note all documents have moved to the GOVUK website. Links to these documents and further information can be found within the portal under Information > Help & Information.

EXTERNAL LINKS

> HTA

The Heavy Transport Association, "HTA", is an interest group for heavy hauliers and manufacturers of specialist heavy haulage equipment.

> Transport Office

The Transport Office site is designed to be a first point of call for all government processes and information for commercial transport businesses in the United Kingdom.

> RHA Website

A website that provides you with up to date information on topics related to the Haulage industry. It also provides special links to the Heavy Haulage group.

> UK Bridges Board

The UK Bridges Board brings together national and local government from across the UK to consider bridge and highway structure engineering matters. It was set up in 2001, and reports to the UK Roads Task Force Group.

> HTA

The Heavy Transport Association, "HTA", is an interest group for heavy hauliers and manufacturers of specialist heavy haulage equipment.

> Roadworks on LondonWorks

LondonWorks has information on current and planned roadworks taking place across London.

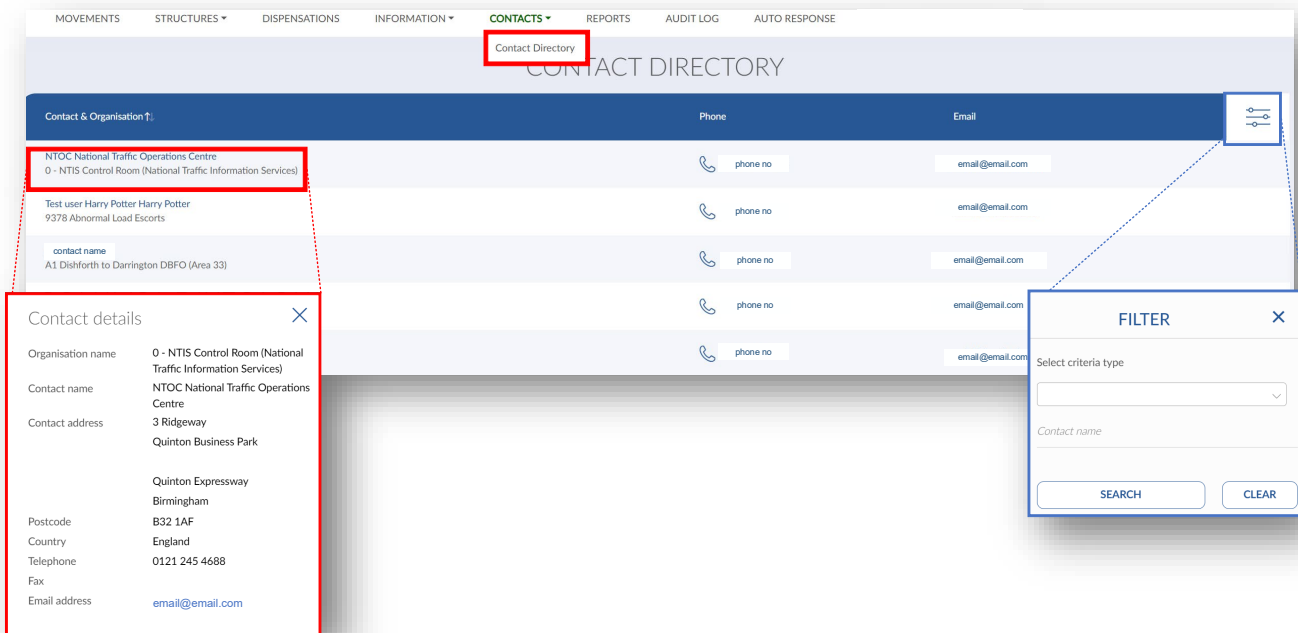
> Traffic England

Get real time details of delays and incidents on the motorway and trunk road network with Highways England Traffic England website.

7. Contacts

Selecting CONTACTS from the Menu bar provides you with the Contact Directory for ESDAL Abnormal Loads contacts as illustrated below.

Click on the Filter icon to search for a contact. The available filter criteria are contact name, organisation, phone and email.



The screenshot displays the 'CONTACTS' menu item in the top navigation bar. Below it, the 'CONTACT DIRECTORY' is shown as a table with the following data:

Contact & Organisation†	Phone	Email
NTOC National Traffic Operations Centre 0 - NTIS Control Room (National Traffic Information Services)	phone no	email@email.com
Test user Harry Potter Harry Potter 9378 Abnormal Load Escorts	phone no	email@email.com
contact name A1 Dishforth to Darrington DBFO (Area 33)	phone no	email@email.com
	phone no	email@email.com
	phone no	email@email.com

The 'FILTER' dialog box on the right includes a 'Select criteria type' dropdown menu, a 'Contact name' input field, and 'SEARCH' and 'CLEAR' buttons.

The 'Contact details' dialog box on the left provides the following information for the selected contact:


- Organisation name: 0 - NTIS Control Room (National Traffic Information Services)
- Contact name: NTOC National Traffic Operations Centre
- Contact address: 3 Ridgeway, Quinton Business Park, Quinton Expressway, Birmingham
- Postcode: B32 1AF
- Country: England
- Telephone: 0121 245 4688
- Fax: (blank)
- Email address: email@email.com

Click on the contact name to bring up full address details.

8. Reports

Selecting REPORTS from the Menu bar provides you with details of the number of non ESDAL notifications (NEN) received by your organisation by month and year.

Click on the EXPORT button to export the list as a CSV file.



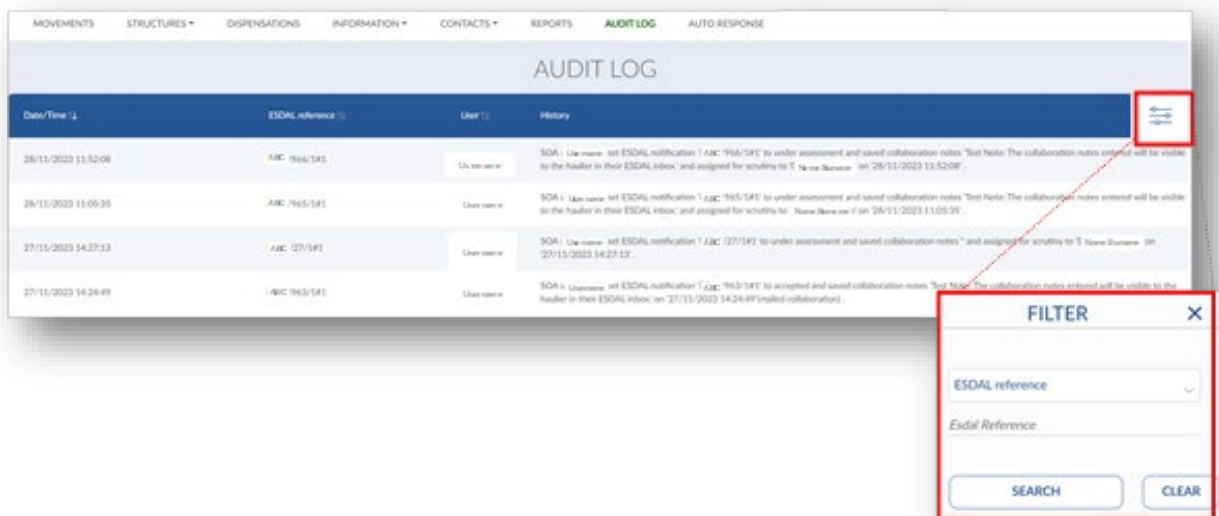
Received	Accepted	Rejected	Sent for Further Assessment	No Action Taken
2	1	1	0	0

EXPORT

- Received – Shows the total number of NEN received by your organisation.
- Accepted - Shows the total number of NEN accepted by your organisation.
- Rejected - Shows the total number of NEN rejected by your organisation.
- Sent for Further Assessment - Shows the total number of NEN in progress by your organisation.
- No action taken - Shows the total number of NEN with no action taken by your organisation.

9. Audit log


Selecting AUDIT LOG from the menu bar provides you with information on members of your organisation's previous actions as illustrated in the diagram below. The audit log documents activities within the SOA accounts used across your organisation, it records the occurrence of an event, the time it occurred, and the responsible user.



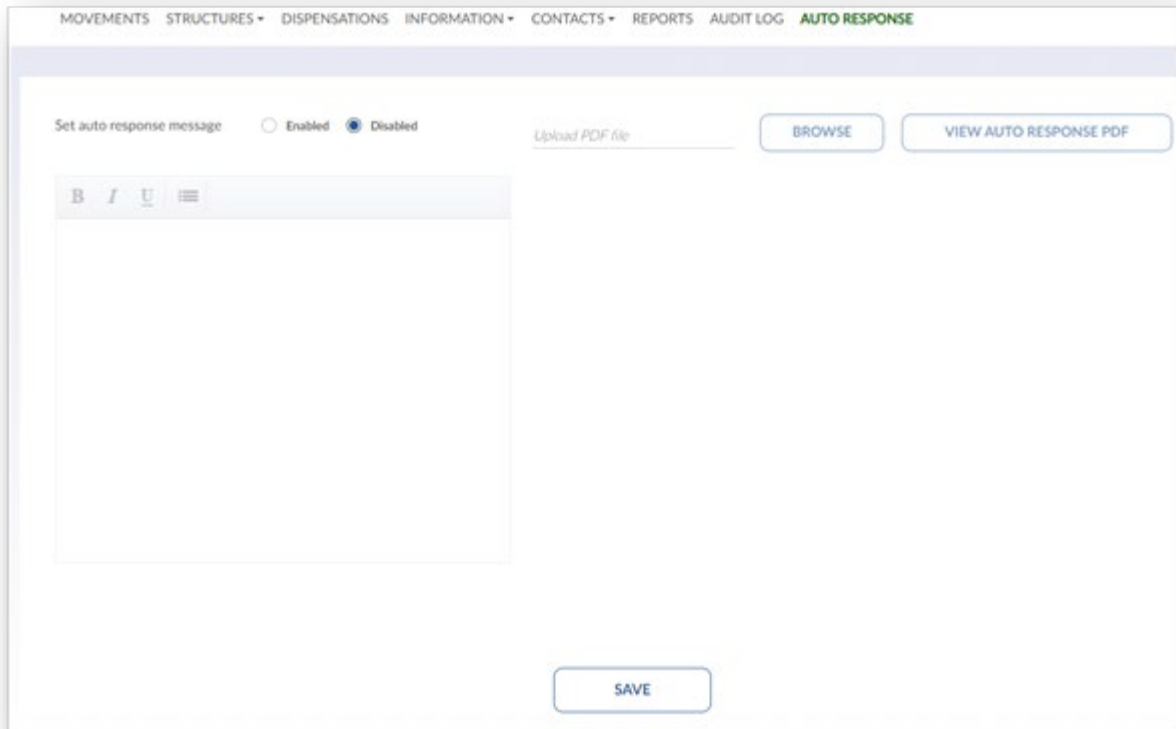
The screenshot shows the 'AUDIT LOG' page with a table of audit entries. The table has columns for Date/Time, ESDAL reference, User, and History. A 'FILTER' dialog box is open, showing a search field for 'ESDAL reference' and a 'SEARCH' button.

Date/Time	ESDAL reference	User	History
26/11/2023 11:52:08	AJC 196/541	User name	SOA: User name set ESDAL notification 'AJC 196/541' to under assessment and saved collaboration notes 'Test Note'. The collaboration notes entered will be visible to the header in their ESDAL inbox and assigned for scrutiny to E New Sumner on 26/11/2023 11:52:08.
26/11/2023 11:09:35	AJC 195/541	User name	SOA: User name set ESDAL notification 'AJC 195/541' to under assessment and saved collaboration notes 'Test Note'. The collaboration notes entered will be visible to the header in their ESDAL inbox and assigned for scrutiny to E New Sumner on 26/11/2023 11:09:35.
27/11/2023 14:27:13	AJC 227/541	User name	SOA: User name set ESDAL notification 'AJC 227/541' to under assessment and saved collaboration notes 'Test Note'. The collaboration notes entered will be visible to the header in their ESDAL inbox and assigned for scrutiny to E New Sumner on 27/11/2023 14:27:13.
27/11/2023 14:24:49	AJC 193/541	User name	SOA: User name set ESDAL notification 'AJC 193/541' to accepted and saved collaboration notes 'Test Note'. The collaboration notes entered will be visible to the header in their ESDAL inbox on 27/11/2023 14:24:49 (added collaboration).

You can sort the audits by date / time, ESDAL reference, and user, using the arrows to the right of each title in the header.

You can **FILTER** () the list using defined criteria as shown above, this will return the corresponding audit log.

10. Auto response



Clicking AUTO RESPONSE from the main menu allows you to create or edit an auto-response message as illustrated above.

You can enable or disable the auto response by selecting the relevant radio button.

Once an auto response is enabled, the text and any attachment (see below) will be automatically sent to any haulier who sends in a movement that affects your organisation.

You can upload and view an existing PDF to be used as an attachment using the BROWSE and VIEW AUTO RESPONSE PDF buttons respectively. The PDF upload must not be larger than 2MB.

11. NEN PDF

11.1. General

Non ESDAL users can submit notifications using approved PDF templates. These are submitted to the notifications mailbox. ESDAL will input information from the haulier's completed PDF and create a new notification reference number. Any movements where you are identified as an affected party will appear in your movement inbox, with an ESDAL reference that starts with the letters NEN, for example NEN/124524/1.

You are required to create and plan all routes based on the start and end addresses and the route descriptions.

When you click on the NEN reference number, you will see the general tab illustrated in the overview diagram below, you can:


- View the movement summary details.
- Assign to another user by selecting a name from the drop-down menu in the top right and clicking the ASSIGN button.
- View the vehicle details, by clicking the arrow SHOW DETAILS button in the bottom right (see section [11.2](#)).
- Go to the Route tab by clicking the VERIFY ROUTE button (see section [11.3](#)).

NE - Notification

Assign notification to another user | Abnormal Loads
ASSIGN

Movement Summary

ESDAL Reference	NEN/156917/1#1	Email Address	namesurname@organisationname.com
Contact Name	Name Surname	Telephone No	03004703733
Haulier Reference	RJC-T30-14-12-2023	Operator Licence No.	NO0070078
Haulier Name	Made Up Name Ltd	No. of Movements	2
Haulier Address	1 The Address Town County	Indemnity Confirmation	Yes
Other Contact Details	Mr No Name	Received On	22/12/2023 10:30
Load	Dozer	Notes	Notes on escort
Movement Start Date/Time	09/01/2024 10:30:00		
Movement End Date/Time	13/01/2024 10:30:00		
From	4 East Raby Street, DARLINGTON, County Durham, DL3 7TJ		
To	Cubic Transportation Systems (Item) Ltd, Cavendish House, Prince's Wharf, Thornaby, STOCKTON-ON-TEES, Cleveland, TS17 6QY		
Route Description	Route description here		
Return Leg Description	Ereh molpersced etuor		
Vehicle Classification	STGO AIL CAT 2		


STGO Not Requiring VR1

Show details

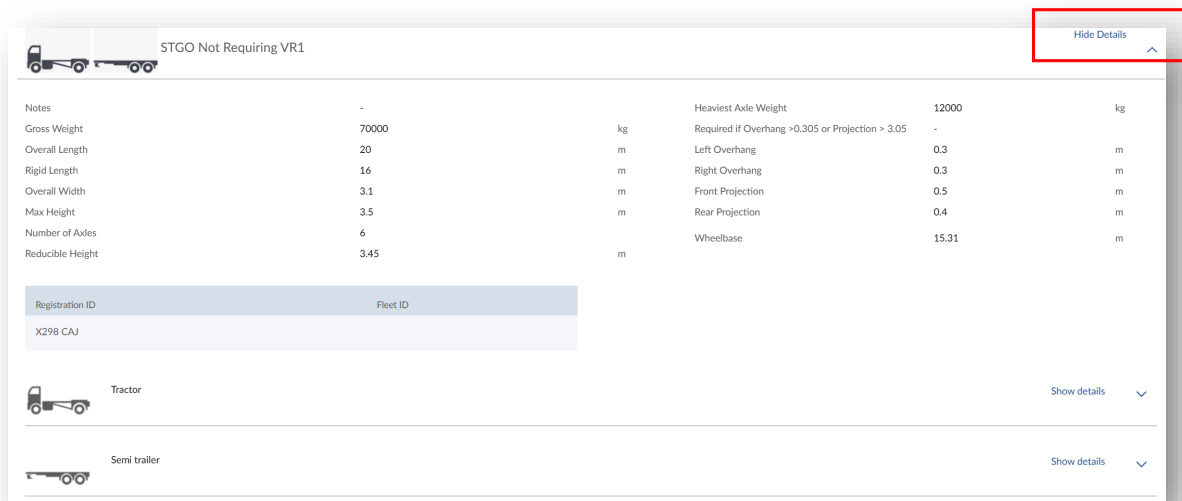
ACCEPT/REJECT MOVEMENT
CONFIRM ROUTE AND VEHICLE

11.2. Show vehicle details



Click the down arrow below “show details” in the bottom right of the general tab to expand the vehicle details as shown in the overview diagram below.

Click the up arrow below “hide details” to hide these details again.



Notes		-		Heaviest Axle Weight		12000		kg	
Gross Weight	70000	kg		Required if Overhang >0.305 or Projection > 3.05	-				
Overall Length	20	m		Left Overhang	0.3				m
Rigid Length	16	m		Right Overhang	0.3				m
Overall Width	3.1	m		Front Projection	0.5				m
Max Height	3.5	m		Rear Projection	0.4				m
Number of Axles	6			Wheelbase	15.31				m
Reducible Height	3.45	m							


Registration ID	Fleet ID
X298 CAJ	

Tractor Show details ▾

Semi trailer Show details ▾

11.3. Route tab overview



Clicking verify route from the general tab takes you to the Route tab from where you can create and plan the route(s). ESDAL will inform you of the route status, that is, whether the route is unplanned and if an error was encountered.

Click on the edit route  icon as illustrated overleaf to create and plan the route. Section [11.4](#) overleaf gives you more details how to plan / edit a route.

General | Route

NE - Notification Assign notification to another user: Abnormal Loads

Listed below, are the routes you have defined for your notification.

Start Address	End Address	Route Status	Route Description	
4 East Raby Street, DARLINGTON...	Cubic Transportation Systems (...)	Planned	Route description here	<input type="button" value="VIEW ROUTE"/> 
Cubic Transportation Systems (...)	4 East Raby Street, DARLINGTON...	Planned	Ereh noitpircsyt akar	<input type="button" value="VIEW ROUTE"/> 

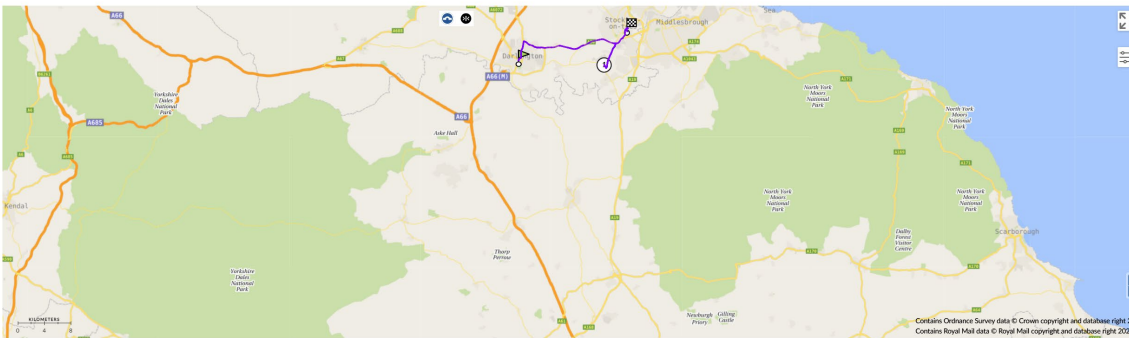
General | Route

NE - Notification

Route part name: NEN Route
Route description: Route description here

Route

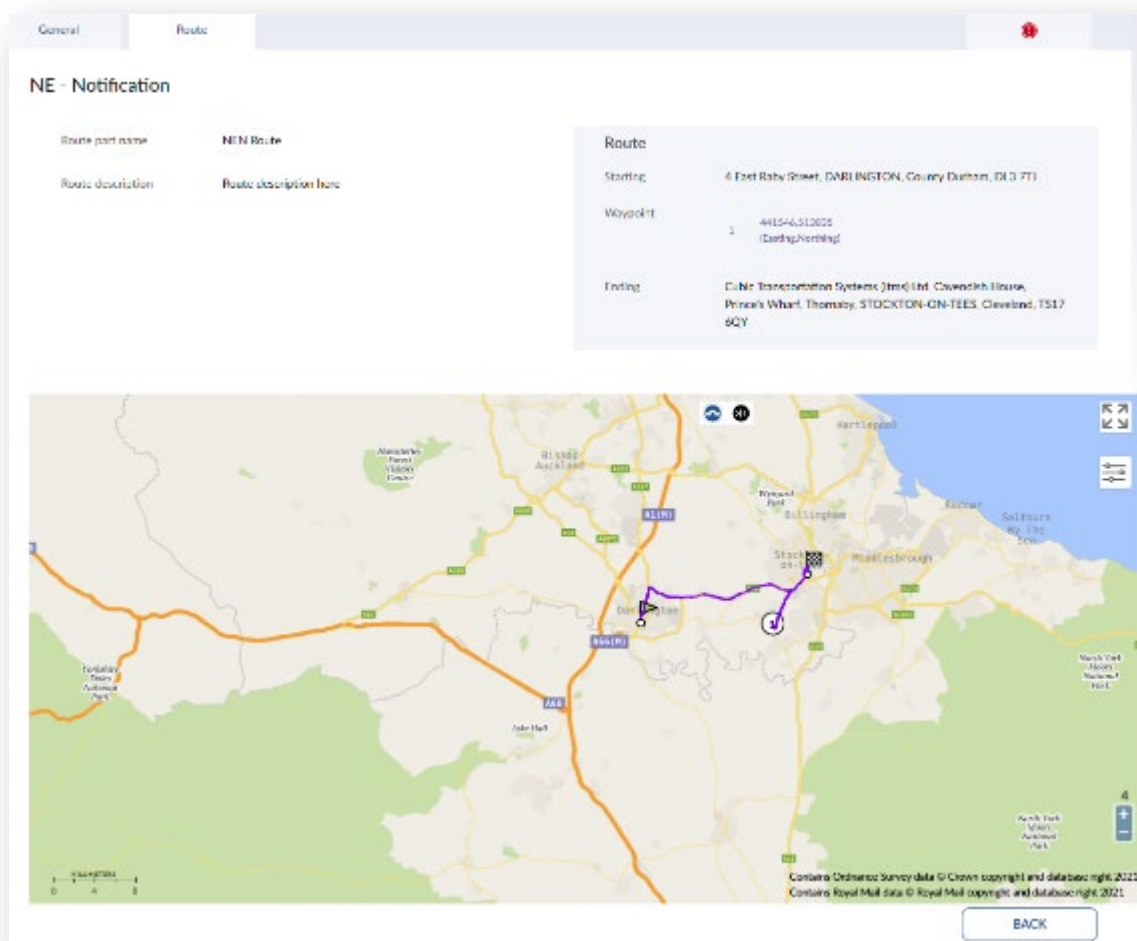
Starting: 4 East Raby Street, DARLINGTON, County Durham, DL3 7TJ
Waypoint: 1 441546.513835 (Easting, Northing)
Ending: Cubic Transportation Systems (Itms) Ltd, Cavendish House, Prince's Wharf, Thornaby, STOCKTON-ON-TEES, Cleveland, TS17 6QY



After planning the route, click on the Structures / Constraints icon to review all constraints / unsuitable structures along the route.

Save the route once planning is complete and click the BACK button (at the bottom of the page) to return to the Route Tab.

You can now click on the VIEW ROUTE button to view a summary of the route details as shown below.



11.4. Edit route

Use the Start and End points from the original route description to plan the route. ESDAL may not use the same roads as the original route due to potential differences in mapping algorithm. Use either the Add waypoint or the advanced route planning function to edit the route to match the original route description shown in the popup window.

11.4.1. Add waypoint or stopping point

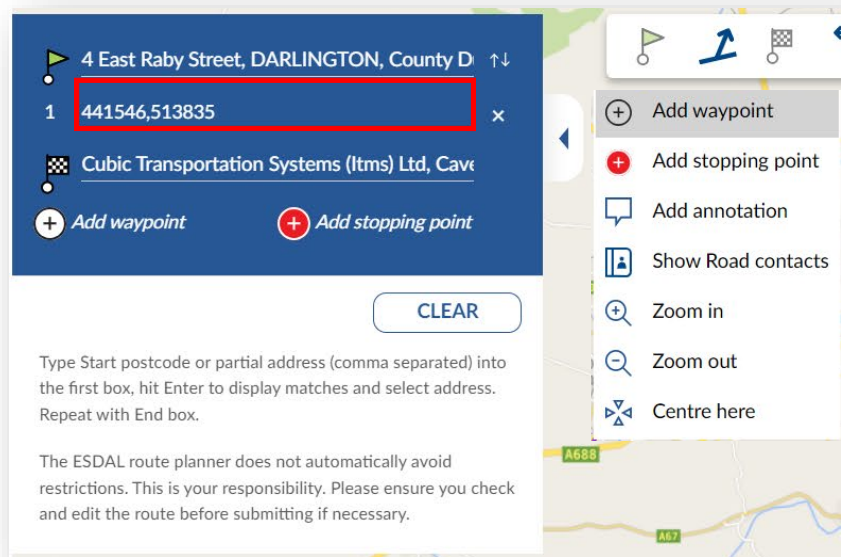
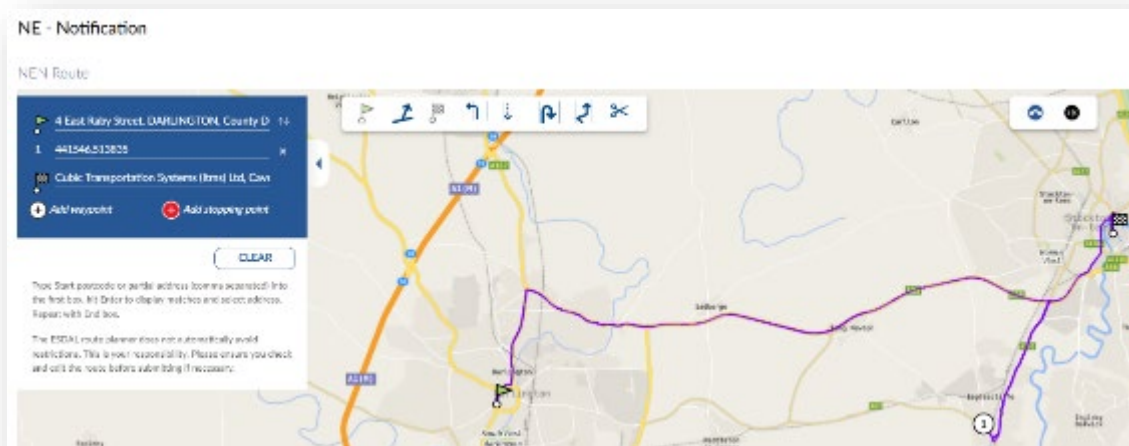
A way point is a point that you wish to pass through while travelling and a stopping point is to be used if the vehicle will be making a stop off as part of their movement.

You can either:

- right-click on the map where you want to add a waypoint or stopping point and select **Add waypoint or Add stopping point or**

- click on [+] Add waypoint or [+] Add stopping point on the planned route below the start and end points in the blue box and add a postcode for your waypoint address and press enter.

Select the required address or the closest address from the drop-down menu or enter co-ordinates.



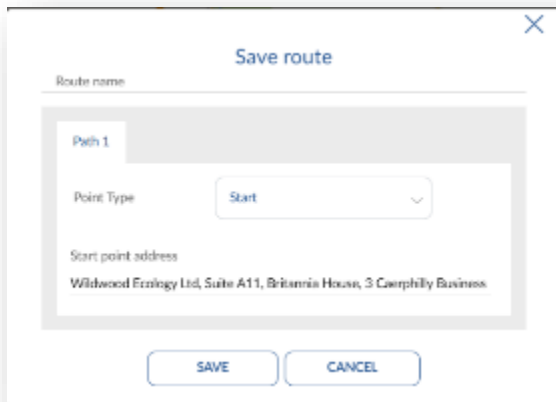
If your preferred road is a dual carriageway, you will need to zoom in to a level where you can see both carriageways.

Multiple waypoints can be added; but be aware that they need to be in the correct number order, 1, 2, 3, etc., from start to end location, to work correctly.

Once you have added the required waypoints click the **Plan button** to redraw the route.

The waypoints will be listed on the left, between the start and end locations, and the route will be redrawn with the waypoints or stopping points on the map. Way points will be shown as a black number in a white circle as shown above.

To delete a waypoint, right click on the waypoint in the map and select **Delete waypoint** or delete from the route overview box, by clicking the **x** to the right of the point.



Clicking on the Save Route button allows you to save the route by giving the Route a name.

You will need to complete any partial addresses or addresses with co-ordinates with as much detail as you have available. Use the “point type” drop down box to choose and edit the locations of the start, end and any intermediary points, if they were not selected from postcodes or addresses suggested by the

system.

Type as much of the actual address as you know; it helps to separate each line of the address with a comma “,”. Click SAVE to save the route and click ok on the confirmation pop-up.

11.4.2. Advanced route planning

You can use the advanced route planning options available at the top of the map.



alternate start point of the planned route



alternate middle point to the planned route



alternate end point of the planned route


The remaining icons are for planning special manoeuvres or off-road routes (see the following sections).

Annotations

Annotations are special instructions added to driving instructions to complete a specific journey by a specific vehicle / load combination. Examples of annotations include “Route to match NEN PDF description”, “If anyone or organisation needs to be contacted before performing a specific manoeuvre”.

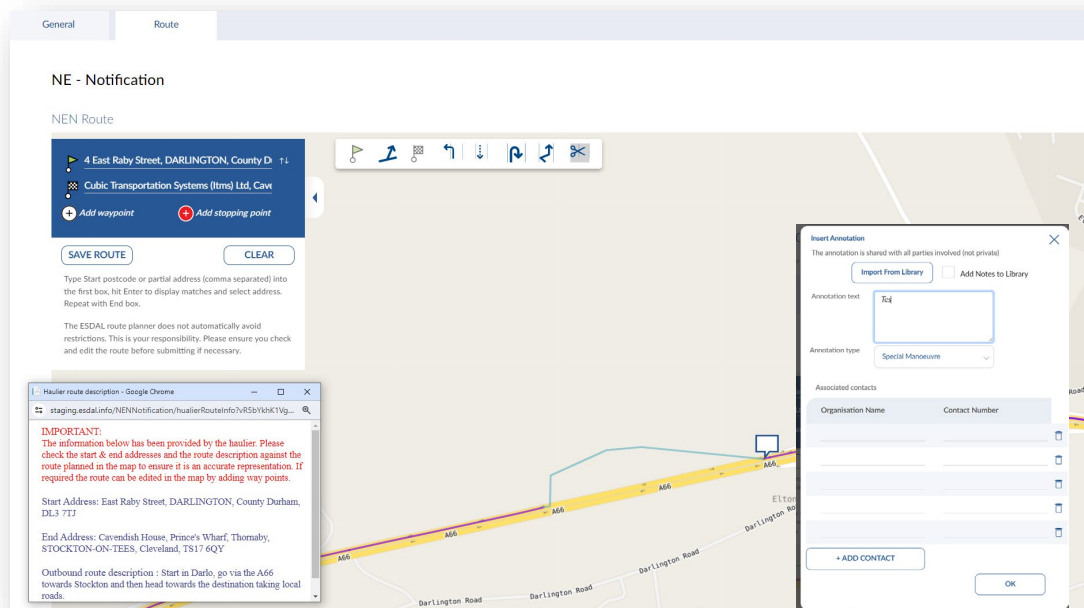
Off-Road Sections

An off-road section is a section of a route that is not on the network (and therefore not part of the base map). Examples include a part of a route that goes from a road (on network) across a field or private unmapped roadway.

Click on the  icon for an off-road route.

Click on the **purple route** where you want the off-road section to start. Then move your cursor along, in the direction of the new road, clicking occasionally to fix the route on the map (to turn a corner for example).


Do not start or end an off-road section on a roundabout. A route may generally be planned successfully if the off-road section is extended to just before or just after the roundabout.



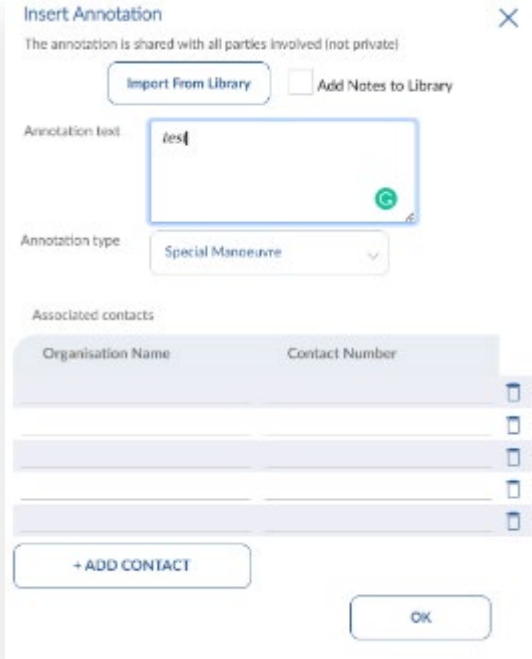
To finish the off-road section, double-click back on the route where the off-road section rejoins the route. This will bring up the **Insert Annotation** dialogue box shown here.

Type into the Annotation text box to describe the route you will be taking.

The off-road route option can also be used to cut across between carriageways where there isn't a road; or for leaving a motorway by a service road that ordinary traffic can't use. Any time that you need to plan a route, but the road isn't there on the map; you need an off-road section. This includes situations when the map doesn't include a road that you know is there.

As long as the off-road section starts and ends on the pre-assigned route, you can use the Cut Route () icon to remove the section of the route you don't need because you have added the off-road section.

When cutting away sections of route that you don't need, note that you can't remove a section that has a waypoint within its length.



Insert Annotation

The annotation is shared with all parties involved (not private)

Import From Library Add Notes to Library

Annotation text: test

Annotation type: Special Manoeuvre

Associated contacts




Organisation Name	Contact Number

+ ADD CONTACT

OK

Other manoeuvres

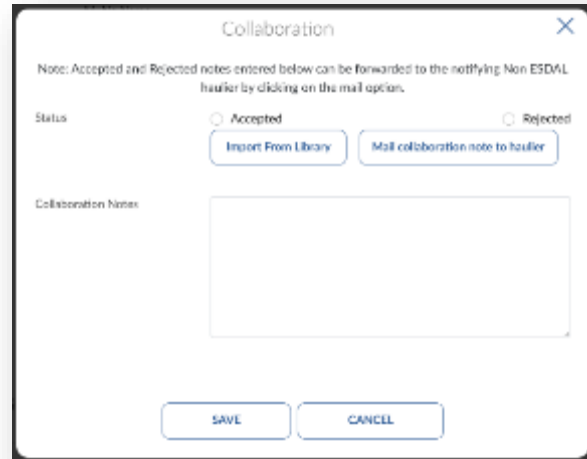
You can add additional notes to the map / route which allow you to mark the route with special manoeuvres including:

-  Reverse manoeuvre.
-  U-Turn manoeuvre.
-  Breaking the rules of the road network.

11.5. Accept or reject route

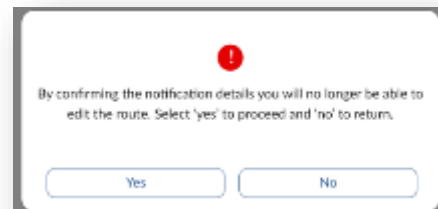
You can communicate with a haulier who has used NEN PDF using collaboration notes that you enter here. The status will not be shared with the haulier. You will need to click “mail collaboration notes to haulier” if you want the notes to be sent to the haulier.

The status shown in your movement inbox will change depending on whether you accept or reject the movement.

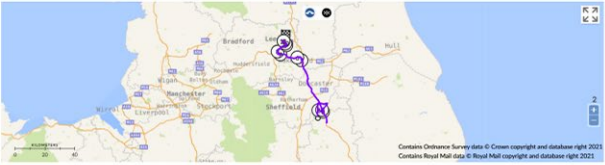


11.6. Confirm route and vehicle

Once you have completed planning and reviewing the route (as described above), you should click on the Confirm Route and Vehicle button to accept that no further changes can be made to the route as illustrated. This will accept the movement into ESDAL and display the movement details as illustrated below.



Authorise Movement General NEN/1234/1#1
PRINT

<p>From Description 20 Rotherham Bank, Carlton-in-Lindrick, WORKSOR Nottinghamshire, S61 9YJ</p> <p>To Description Seacroft Hospital, York Road, LEEDS, LS14 6UH</p> <p>Movement Classification STCO Car 2</p> <p>Haulier Reference 2021-171 (July 2021)</p> <p>Collaboration Status <input type="checkbox"/> Accepted <input checked="" type="checkbox"/> Rejected <input type="checkbox"/> Under Assessment </p> <p>Collaboration Notes 02/01/2024 15:07:25 Unstable structure at a point</p> <p>ESDAL Reference NEN/1234/1</p> <p>Received On 07-07-2021 13:59</p> <p>Haulier Contact Name: Surname None Provided</p> <p>Other Contact Details Licence Number: OOOOO1234 Industry Confirmation: Nil Number Of Movements: 3 Number Of Pieces Moved At One Time: None Provided</p> <p>Load Plant / Machinery</p> <p>Movement Date from: 09-07-2021 11:50 to: 09-08-2021 11:50</p>	<div style="border: 1px solid #ccc; padding: 5px; margin-bottom: 5px;"> Select route part </div> <ul style="list-style-type: none"> <input checked="" type="radio"/> Route part - NEN Route 1 <input type="radio"/> Route part - NEN Return Route <p>Starting 20 Rotherham Bank, Carlton-in-Lindrick, WORKSOR Nottinghamshire, S61 9YJ</p> <p>via / Waypoint</p> <p>Ending Seacroft Hospital, York Road, LEEDS, LS14 6UH</p>  <p style="font-size: 8px; margin-top: 5px;">Contains Ordnance Survey data © Crown copyright and database right 2021 Contains Royal Mail data © Royal Mail copyright and database right 2021</p>
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Show Vehicle Configuration Summary

Route Overview

Roads On Route

Affected Structures

Notification Notes From Haulier

Related Communications

Notes On Escort

Internal Notes

Contact List

Predefined Cautions

Review Procedures For Highway And Bridge Authorities And Police

Show Audit Log