



ACT
Government

Chief Minister, Treasury and
Economic Development

Freedom of Information Publication Coversheet

The following information is provided pursuant to section 28 of the *Freedom of Information Act 2016*.

FOI Reference: CMTEDDFOI 2018-0013

Information to be published	Status
1. Access application	Published
2. Decision notice	Published
3. Documents and schedule	Published
4. Additional information identified	No
5. Fees	N/A
6. Processing time (in working days)	20
7. Decision made by Ombudsman	Not Applicable
8. Additional information identified by Ombudsman	n/a
9. Decision made by ACAT	Not Applicable
10. Additional information identified by ACAT	n/a

Ireland-Bell, Bronwyn

From: [REDACTED]
Sent: Wednesday, 17 January 2018 11:57 AM
To: TCCS_FreedomOfInformation
Subject: FOI request - [REDACTED]
Attachments: SCBR-L5-Q218011711481.pdf

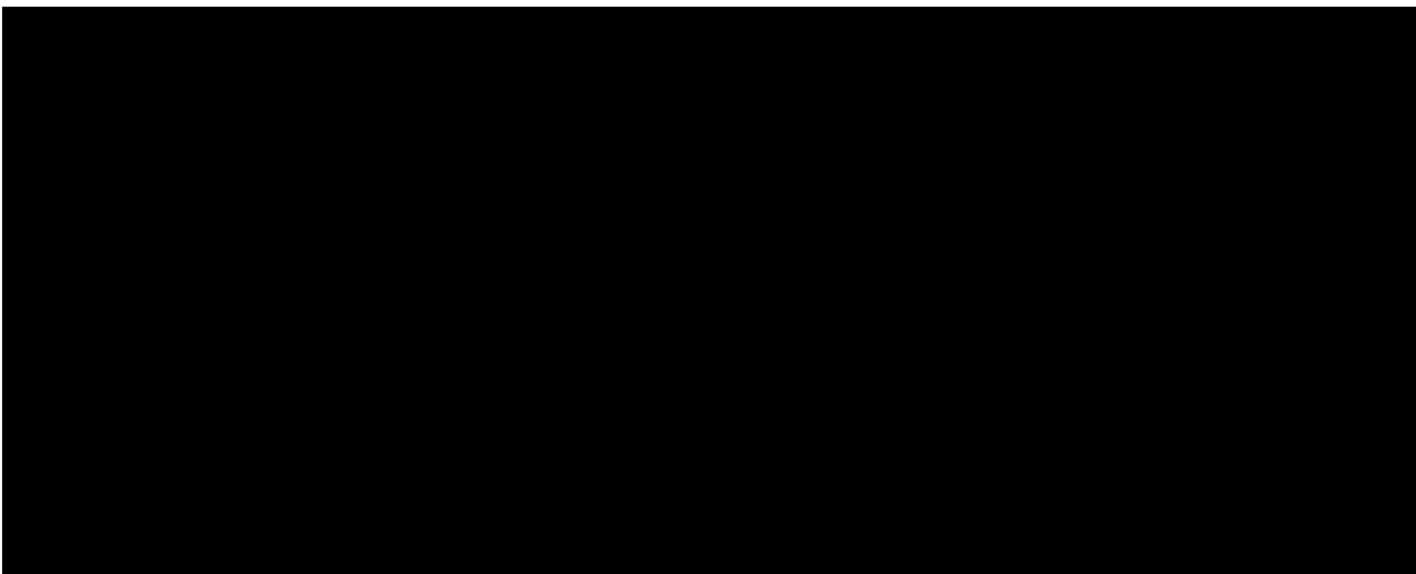
Dear Sir/Madam

Please find **attached** our Freedom on Information request.

Please do not hesitate to call me should you have any queries.

Otherwise we look forward to receiving your response in due course.

Kind regards





Freedom of Information – Access Application Form

PRIVACY NOTICE

The personal information you supply on this form will only be used for the purpose of processing your request. Your application must include an email or postal address to which the respondent can send notices under the Act. If all or some of this information is not collected, [AGENCY] may not be able to communicate with you, inhibiting their obligations under the Act. This could mean the request cannot be dealt with. Your personal information will not be disclosed to a third party without your consent unless statutory obligations require otherwise.

The Transport Canberra and City Services Privacy Policy contains information on how you can access or seek to correct any of your personal information that is held by the [AGENCY], as well as the process for lodging a complaint about an alleged breach of the *Information Privacy Act 2014*. The Privacy Policy can be found on the Transport Canberra and City Services website.

Applicant details

I wish to make an access application to ACT Transport Canberra and City Services under the *Freedom of Information Act 2016*.

Name

Address

(where notices relating to this request can be sent – either postal or electronic)

Telephone Contact Residential

Telephone Contact Mobile

Email Contact

What documents are you requesting under the Act?

- To help Transport Canberra and City Services process your request, please include enough detail in your application so that we can fully understand what government information you want.
- You may wish to include a statement about how the release of information is in the public interest.
- If your application is for access to your own personal information you must include evidence of your identity. If you are an agent acting for an applicant, please supply evidence of your authorisation and evidence of the identity of the agent.
- If for reasons in section 30 of the Act is not compliant and your application cannot be processed, Transport Canberra and City Services will take reasonable steps to assist you and give you reasonable time to amend your application if you wish.

Fee Waiver

Please provide a copy of all documents regarding site inspections of the construction and risk assessments carried out by the ACT of Gungahlin Town Centre East Roads, specifically relating to the intersection of Manning Clarke Crescent and Flemington Road, for the period 1 January 2016 - 30 September 2016.

A copy of these documents sent to the above address.

If you wish to apply for a fee waiver, the Act sets out a number of provisions to do so:

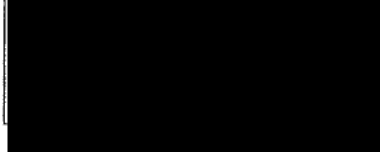
- The information being requested was previously publicly available but no longer is.
- The information being requested is of special benefit to the public (Ombudsman guidelines see Section 66).
- The applicant is a concession card holder and demonstrates a material connection with the information requested (concession cards include a current health care or pensioner card issued under the Social Security Act 1991; a current pensioner concession card issued in relation to a pension under the Veterans' Entitlements Act 1986 or the Military Rehabilitation and Compensation Act 2004; a current gold card; or a card prescribed by regulation).
- The applicant is a not-for-profit organisation and the application relates to the activities or purposes of the organisation.
- The applicant is a member of the Legislative Assembly.

[AGENCY] must waive any fees for providing information if the information was not publicly available and the agency makes the information publicly available before or within 3 working days after giving to the applicant.

Fee waiver application (fill in if applicable. Otherwise leave blank)

I would like to apply for a fee waiver because (state reason/s from the list above).

[provide details and evidence of how this reason applies]

APPLICANTS SIGNATURE	DATE OF REQUEST
	<p>16 January 2018</p>




ACT
Government

Chief Minister, Treasury and
Economic Development

Our ref: CMTEDDFOI 2018-0013



via email: 

Dear 

FREEDOM OF INFORMATION REQUEST

I refer to your application under section 30 of the *Freedom of Information Act 2016* (the Act), received by the Chief Minister, Treasury and Economic Development Directorate (CMTEDD) on 24 January 2018. You have indicated that you act on behalf of Chincivil Pty Ltd (Chincivil) regarding a personal injury claim.

Specifically, you are seeking access to: “...all documents regarding site inspections of the construction and risk assessments carried out by the ACT of Gungahlin Town Centre East Roads, specifically relating to the intersection of Manning Clarke Crescent and Flemington Road, for the period 1 January 2016 – 30 September 2016.”

Authority

I am an Information Officer appointed by the Director-General under section 18 of the Act to deal with access applications made under Part 5 of the Act.

Timeframes

CMTEDD was required to provide a decision on your access application by 22 February 2018.

Decision on access

A search of CMTEDD records was completed for relevant documents and three documents were identified that are within scope of your request. The majority of documents relevant to your request were lost during two separate IT system crashes in 2016. For this reason, documents have been sought from the contractor who conducted site visits and site safety verifications on behalf of the ACT Government. If additional documents are retrieved from the contractor, I will make a further decision in relation to those documents in accordance with section 36 of the Act. I note that any documents

previously kept on file or documents that may be retrieved from the third party contractor would have been routinely supplied to Chincivil during the project.

I have decided to partially release all three documents as I consider them to contain information that would, on balance, be contrary to the public interest to disclose under the test set out in section 17 of the Act.

I have included as Attachment A to this decision the schedule of relevant documents. This provides a description of each document that falls within the scope of your request and the access decision for each of those documents. The documents released to you are provided as Attachment B to this letter.

In accordance with section 54(2) of the Act a statement of reasons outlining my decision is below.

Statement of Reasons

In reaching my access decision, I have taken the following into account:

- the Act;
- the contents of the documents that fall within the scope of your request; and
- the *Information Privacy Act 2014*.

Exemption claimed

Information that would, on balance, be contrary to the public interest to disclose under the test set out in section 17 of the Act

The Act has a presumption in favour of disclosure. As a decision maker I am required to decide where, on balance, public interests lies. As part of this process I must consider factors favouring disclosure and non-disclosure.

In *Hogan v Hinch* (2011) 243 CLR 506, [31] French CJ stated that when 'used in a statute, the term [public interest] derives its content from "the subject matter and the scope and purpose" of the enactment in which it appears'. Section 17(1) of the Act sets out the test, to be applied to determine whether disclosure of information would be contrary to the public interest. These factors are found in subsection 17(2) and schedule 2 of the Act.

Taking into consideration the information contained in the documents found to be within the scope of your request, I have identified that the following public interest factors are relevant to determine if release of the information contained within these documents is within the 'public interest'.

Factors favouring disclosure (Schedule 2 section 2.1)

- (a) *disclosure of the information could reasonably be expected to do any of the following:*
- (xi) *reveal environmental or health risks or measures relating to public health and safety;*

Factors favouring non-disclosure (Schedule 2 section 2.2)

- (a) disclosure of the information could reasonably be expected to do any of the following:
- (ii) prejudice the protection of an individual's right to privacy or any other right under the Human Rights Act 2004;

When considering the documents and the factors in favour of disclosure, I consider that the documents identified contain information that could reveal environmental or health risks or measures relating to public health or safety. I consider the public interest in understanding potential health and safety risks carries significant weight. However, this weight is to be balanced by the weight of factor favouring non-disclosure.

The documents identified contain personal information of various individuals. Personal information is defined by the Act as "information or an opinion about an identified individual, or an individual who is reasonably identifiable (i) whether the information or opinion is true or not; and (ii) whether the information or opinion is recorded in a material form or not." I am satisfied that information regarding individual's identity is personal information. This includes individuals' names, signatures and their place of employment. I consider that disclosing such information could prejudice the individuals' right to privacy. I therefore weight this factor more highly than the factor in favour of release.

Having applied the test outlined in section 17 of the Act and deciding that release of personal information contained in the documents is not in the public interest to release, I have chosen to redact this specific information in accordance with section 50(2). Noting the pro-disclosure intent of the Act, I am satisfied that redacting only the information that I believe is not in the public interest to release will ensure the intent of the Act is met and will provide you with full access to the information regarding site inspections and risk assessments within the scope of your request.

Charges

Pursuant to *Freedom of Information (Fees) Determination 2017 (No 2)* processing charges are not applicable for this request because the total number pages to be released to you is below the charging threshold of 50 pages.

Online publishing – Disclosure Log

In accordance with section 28 of the Act, CMTEDD maintains an online record of access applications in the form of a disclosure log. Your original access application, my decision and documents released to you in response to your access application will be published in the CMTEDD disclosure log after 27 February 2018. Your personal contact details will not be published.

The CMTEDD disclosure log is at <http://www.cmd.act.gov.au/functions/foi/disclosure-log>.

Ombudsman Review

My decision on your access request is a reviewable decision as identified in Schedule 3 of the Act. You have the right to seek Ombudsman review of this outcome under section 73 of the Act within 20 working days from the day that my decision is published in CMTEDD disclosure log, or a longer period allowed by the Ombudsman.

If you wish to request a review of my decision you may write to the Ombudsman at:

The ACT Ombudsman
GPO Box 442
CANBERRA ACT 2601
Via email: ombudsman@ombudsman.gov.au

ACT Civil and Administrative Tribunal (ACAT) Review

Under section 84 of the Act, if a decision is made under section 82(1) on an Ombudsman review, you may apply to the ACAT for review of the Ombudsman decision. Further information may be obtained from the ACAT at:

ACT Civil and Administrative Tribunal
Level 4, 1 Moore St
GPO Box 370
Canberra City ACT 2601
Telephone: (02) 6207 1740
<http://www.acat.act.gov.au/>

Should you have any queries in relation to your request please contact me by telephone on 6207 7754 or email CMTEDDFOI@act.gov.au

Yours sincerely,



Daniel Riley
Information Officer
Information Access Team
Chief Minister, Treasury and Economic Development Directorate

22 February 2018

FREEDOM OF INFORMATION REQUEST SCHEDULE

Please be aware that under the *Freedom of Information Act 2016*, some of the information provided to you will be released to the public through the ACT Government's Open Access Scheme. Personal information or business affairs information will not be made available under this policy. If you think the content of your request would contain such information, please inform the contact officer immediately.

NAME	WHAT ARE THE PARAMETERS OF THE REQUEST	File No
██████████	All documents regarding site inspections of the construction and risk assessments carried out by the ACT of Gungahlin Town Centre East Roads, specifically relating to the intersection of Manning Clarke Crescent and Flemington Road, for the period 1 January 2016 – 30 September 2016.	CMTEDDFOI 2018-0013

Ref No	No of Folios	Description	Date	Release Status	Reason for non- release or deferral	Published Online
1	1	Location Risk Assessment	28/02/2016	Partial	Sch 2 s2.2(a)(ii)	Yes
2	2-11	Site safety verification checklist <i>Attachment: Weekly pre-start meeting form</i>	03/06/2016	Partial	Sch 2 s2.2(a)(ii)	Yes
3	12-13	Active certification one-page summary audit report	08/07/2016	Partial	Sch 2 s2.2(a)(ii)	Yes
Total No of Docs						
3						

Location Risk Assessment



Job No: **TTE16-CHC-1602A** Location: **Flemington Rd Franklin**

Type of Work: **Construction of The Valley Way – Manning Clark Up-grades** Closure

Date: **28/02/2016** Completed By: **Sch 2** Signature: **Sch 2 s2.2(a)(ii)**

1	Will existing signs have to be covered?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	n/a
2	Will existing road markings have to be removed?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	n/a
3	Will there be safe clearances between workers and through traffic?	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	n/a
4	Will any excavations affect the safety of workers or traffic?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	n/a
5	Will the location of intersections etc. within the worksite increase the risk to workers?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	n/a
6	Will vehicles enter or exit the worksite from private or commercial driveways?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	n/a
7	Will nearby features (schools, shops, railway stations etc.) affect the worksite?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	n/a
8	Will there be any restrictions on taper lengths, bollard spacing and delineation?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	n/a
9	Will allowances for queuing be required?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	n/a
10	Will allowance be required for oversize loads and / or load limits?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	n/a
11	Will there be adequate sight distance to see signs and traffic controllers?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	n/a
12	Will the time of day be significant (i.e. sunrise / sunset) for signs / traffic controllers?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	n/a
13	Will any signs or traffic controllers be in the shade?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	n/a
14	Will there be night works?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	n/a
15	Will work be undertaken outside peak times?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	n/a
16	If not, will the control measures cater for the traffic peak?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	n/a
17	Will the TTM be required for after hours?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	n/a
18	Will pedestrians be affected by the works?	<input checked="" type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	n/a
19	Will cyclists be affected by the works?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	n/a
20	Will any bus operations be affected by the works? – ACTION notification required?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	n/a
21	Will any local parking restrictions affect the worksite? P&CS notification required?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	n/a
22	Will there be adequate space for worker parking?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	n/a
23	Will any public unleased land be affected? P&CS notification required?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	n/a
24	Will any trees & landscaped areas be affected? P&CS notification required?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	n/a
25	Will any traffic lights be affected? Traffic Lights Manager notification required?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	n/a
26	Will any loading zones be affected? TWU notification required?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	n/a
27	Will any taxi ranks be affected? – Canberra Cabs notification required?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	n/a
28	Will any upcoming local events (regular or special events) affect the works?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	n/a
29	Will advertising be required?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	n/a

Notes

20) **Sch 2** is aware of the work. Action have changed the Bus Route for this project.

18) Pedestrians to be diverted to opposite footpath.

25) Traffic Signals Operations to be notified prior to work stating

1675-31/5

Annexure D.1 – Site Safety Verification Checklist



Site Safety Verification Checklist

Fortnightly Inspection

Project Information	
Contract No.	GC21
Contractor	Chincivil
Project name	Gungahlin Town Center East Roads – Stage 1

CHECKLIST

No.	Requirements	Details	Comments	Action Required
01	Can the contractor demonstrate at least weekly inspections to verify site safety?	Check contractor's weekly reports. SO to carry out visual inspections to verify the integrity of the report. Issues to be detailed in daily diaries.	Site Safety is the first item discussed as a part of weekly meetings to address issues. <i>Chincivil Mspt. 2015116.</i>	
02	Have any incidents occurred and is the incident register being maintained?	Provide details, record date of last incident.	<i>As recorded in weekly report & discussed in fortnightly meetings.</i>	
03	Did any lost time injuries occur in the previous fortnight?	Check LTI register. Attach revised register if LTI has occurred.	<i>Nil</i>	
04	Is the Sign In/Out Register being maintained?	Check register.	<i>No issues</i>	
05	Is the contractor actively maintaining site security?	Checked by contractor as part of weekly / daily inspections of site. Verification provided in weekly reports.	<i>No issues</i>	

No.	Requirements	Details	Comments	Action Required
06	Are toolbox meetings being conducted on a daily basis?	Can the contractor provide evidence that these meetings have been conducted?	31/5/16 → last weekly meeting for the month. " " on 17 & 23 May. Attendance signed off.	
07	Have Sub-Contractors completed a site induction?	Can the contractor provide records? If any new inductions have taken place, attach revised register.	ACT Civil - inductions on 16/5, 17/5 & 23/5. Concrete - 25/5/16 x 2.	
08	For any Medium/High Risk work being undertaken, have SWMS been submitted and reviewed?	Can the contractor provide records? This is applicable to both the contractor and sub-contractors. If new SWMS submitted / approved, attach register.	Yes	
09	Is the contractor actively monitoring and checking SWMS compliance?	Check SWMS monitoring records. Check 2 SWMS per fortnight List SWMS checked.	-	
10	Is there an approved TTM for the current phase of works?	Yes/No? Photograph TTM's on a weekly basis as record.	TSM has photos records	
11	Are traffic control inspections being conducted on a daily basis?	Can the contractor provide records? Are details provided in the contractors weekly safety inspection reports?	Yes	
12	Are MSDS up to date?	Check 2 MSDS per fortnight. Are they valid? List MSDS checked. Check expiration date	Bitumen class C170. Kwik Kwik Degreaser.	
13	Are MSDS stored in the correct location in accordance with the contractors plan?	Check Dangerous Goods Register. Check items in accordance with above item.	No issues	
14	Is there any new plant on site?	If YES, has a plant risk assessment been completed? Is it valid?	N/A.	
15	Does plant comply with site specific requirements?	Can the contractor provide evidence of pre start checklists, plant risk assessments	N/A	
16	Is there any scaffolding or temporary works on site?	If YES, check certifications	N/A	

No.	Requirements	Details	Comments	Action Required
17	Are environmental controls working correctly?	If No, notify /discuss with contractor.	<i>no issues.</i>	
18	Are site facilities being maintained?	Are facilities clean and in working order? Notify contractor of any issues with facilities.	<i>No issues.</i>	
19	Is Principal Contractor's Project Risk Assessment being kept up to date?	If No, notify/ discuss with contractor	<i>no issues.</i>	

Additional Comments

Contractor carried out Task Area-start from & Excavation Permit

Inspection officer			
Name	Sch 2 s2.2(a)(ii)		
Signature		Date	<i>31 June 16.</i>
Contractor Representative			
Name	Sch 2 s2.2(a)(ii)		
Signature		Date	<i>3/06/2016.</i>

PROJECT:	Gungahlin Town Centre East Roads - Stage 1	JOB No:	200
PRESENTER:	Sch 2 s2.2(a)(i)	DATE:	31/5/16
SIGNATURE:	[Redacted]	TIME:	6:50.

VEHICLE MANGEMENT PLAN

EXCLUSION ZONES

SUBCONTRACTORS

Act Civil Wm Valley
East West
Yass Earthmoving

PROGRAM & PLANT OPERATIONS

Act Civil Wm Valley Ave / SW Manning Clark
East West Kerbs Anthony Rolfe. / Plant Kings Valley Ave.
Footpath Prep.
Preparing for Lime slab
Shred trench.
Subsoils Valley Ave.

SAFETY AND ENVIRONMENTAL TOPIC

McGile Plant Awareness.
Fog and cold weather slippery

Weekly Site Safety Inspection Nominee:

ITEMS RAISED

PROJECT: Gungahlin Town Centre East Roads

JOB No: 200

PRESENTER: Sch 2 s2.2(a)(ii)

DATE: 17/5/2016

SIGNATURE:

TIME: 7:00am

VEHICLE MANGEMENT PLAN

EXCLUSION ZONES

Shot Blasters working on Valley Ave need an Exclusion Zone

SUBCONTRACTORS

Act Civil SW Valley Ave & Manning Clark.
East West Kerus Valley Ave.
Varney Pit Builders Valley Ave
Shot Blasters Valley Ave.

PROGRAM & PLANT OPERATIONS

SAFETY AND ENVIRONMENTAL TOPIC

- * Benching of Trenches at manholes / end of trenches
- * Rubbish around site - Arrese cartridge left on ground
- * Parawelding - ensure installed correctly and solid
- * Spotter to be watching other workers / public dont enter plant exclusion zone

ITEMS RAISED

Speed on Site and leaving Site 20kmh. ↓

18/5 - 31/5



TFH
ELECTRICAL
0418 666 654
12/12/11





ACTIVE CERTIFICATION ONE-PAGE SUMMARY AUDIT REPORT

SITE: Kate Grace St, Gungahlin ACT

PRINCIPAL CONTRACTOR: Chincivil

AUDIT DATE(s): 8 July 2016

AUDITOR(s): Sch 2 s2.2(a)(ii) - Greencap

1.0 Review of Principal Contractors WHS Management Plan (WHSMP) and site implementation							
	CRITERIA	COMMENTS FROM CLOSE-OUT MEETING	C	NC	O	UTV	NA
1.1	System Overview	WHS Policy document signed and posted in site shed. WHS&E Plan available and implemented with site specific risk assessment. Current version is dated 9/5/16 and revision history includes previous versions.	C				
1.2	Site personnel responsibilities	Responsibilities and authorisations are spelt out and nominate to specific personnel who have signed acknowledgement.	C				
1.3	Risk management	Risks from the site works appear to be identified, assessed and managed. Controls appear to match the hierarchy of controls.	C				
1.4	Communication and Consultation,	Communication occurs on a regular and structured basis including toolbox talks and site meetings and reviews. Consultation occurs and methods are prescribed in the WSMP. However, no record was kept of consultation with sub-contractors as to how consultation would occur between the duty holders.	C		O		
1.5	Training / Competency	Training occurs for all required levels including Industry, task and site induction. Observed records for ACT Civil plant operators, including CIC, site inductions and verification of competence for plant operation.	C				
1.6	Hazard reporting	Hazard reporting systems exist as part of the WHSMP and can occur through the site HSR or reported by supervisors through weekly safety inspections. Items raised, actioned and closed off.	C				
1.7	Incident notification	Incident notification system is in WHSMP. Incident on 26/2/16 was recorded, actioned and closed off.	C				
1.8	Emergency preparedness	Emergency management plan prepared for the site. Roles have been assigned and emergency instructions included in Site Induction and posted in the lunch shed. Drill involving training for evacuations conducted 5/7/16.	C				

1.9	Sub contractor management	Contractors managed through SWMS and associated Pre-starts, training and compliance checks. Observed SWMS for excavation reviewed on 23/2/16 by Project Manager.	C					
1.10	High risk work	Permit system in place for excavation work. However, WHS Plan S5.2.6 states 'No entry by without authorization by the Project Manager. No Confined Space Permit is available.		NC				
1.11	Audits & Review	Review systems are in place. Observed monthly audits and reports for April, May and June, including actions required and completion of items.						
2.0 (& 3.0)	Specific items of the PMP that address (Including implementation)							
	CRITERIA	COMMENTS FROM CLOSE-OUT MEETING	C	NC	O	UTV	NA	
2.1	Site Establishment	Security fencing, site sheds, access paths and traffic controls observed in place.	C					
2.2	Temporary Traffic Management (TTM) including pedestrians and cyclists	Observed site specific TTM Plan prepared by TTE consultants on 20/2/16. Traffic controls appear to match the plan.	C					
2.3	Management of the subcontractors and suppliers WHS risks (including site deliveries)	Contractors are managed through provision and compliance with SWMS. Supervision and instruction appears to be implemented. Inspection reports completed weekly (e.g. 30/6/16)	C					
2.4	Induction processes for workers and visitors.	Workers on site have been inducted into Chincivil systems and the site itself. Records observed for ACT Civil workers.	C					
2.5	Hazardous Chemicals	SDS on site, relevant and current. Fuel is contained and labelled.	C					
2.6	Other activities							
4.0	Additional verification activities through site observation							
	CRITERIA	COMMENTS FROM CLOSE-OUT MEETING	C	NC	O	UTV	NA	
4.1	Surveillance of SWMS for site activities	SWMS are reviewed prior to start on site and at pre-start meetings, Site Safety observations and SWMS monitoring.	C					
4.2	Induction of delivery drivers	No deliveries occurred during audit. Delivery procedure included in WHSMP, and access to site controlled through site compound.				UTV		
4.3								
5.0	Additional activities that demonstrate adequate management of site WHS risks							
5.1								
5.2								

Key: C = Compliant; NC = Not-compliant; O = Observation (for improvement) UTV = Unable to verify; NA = Not applicable