Root Projects Australia

# EEB_CRM PROJECT - UNIVERSITY OF NEW SOUTH WALES

# PRELIMINARY CONSTRUCTION MANAGEMENT PLAN

Revision 3

| | |
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| *Copy No.* | |
| *Authorised By:* | Paul van der Plaat (Senior Project Manager) 1/2/16 |

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## 1.2 CONSTRUCTION MANAGEMENT PLAN OVERVIEW

1.2.1 In developing the Construction Management plan for the EEB_CRM Project RPA confirms its commitment to ensuring a safe work site for its employees, students, contractors, suppliers, subcontractors and also UNSW staff, visitors, pedestrians and the travelling public.

1.2.2 This Plan also allows for reasonable disruption (eg: noise, dust, vibration) for the respective contractors as agreed during the construction of the works during the contract period.

1.2.3 This Plan ensures that the Works contractors have:

- sufficient control devices (eg: swipe card operated entry and security gates) are utilised to warn and guide UNSW staff, students, visitors, and general public safely, around or through the site while restricting unauthorised access to construction areas or any unsafe areas.

- Adequate warning/notification is provided of changes in conditions and of personnel and/or plant engaged in work associated with the work site.

1.2.4 Signs and devices will be erected and displayed prior to work commencing at a work site. The contractors will:

- regularly checked for effectiveness and maintained in a satisfactory condition,

- removed from the work site or covered when not in use.

1.2.5 This Plan shall be revised to take into account altered or unexpected site conditions. In such instances, an addendum to the Plan will be issued to all copy holders to reflect such changes.

## 1.3 REVISION LIST

1.3.1 Draft/tender issues of this document shall be identified as Issue A, B, C, etc. Upon initial issue (generally Contract Award) this shall be changed to a sequential number commencing at Issue 1. Revision numbers shall commence at Rev 1.

1.3.2 All copies shall be distributed in accordance with the Distribution List. On receipt of a revision, the copyholder shall incorporate the revised pages into their copy of the document.

1.3.3 The document shall be subject to reissue after a practical number of changes have been made.

| DATE | REV | DETAILS | SECT. | PAGE | AUTH. (initial) |
|---|---|---|---|---|---|
| 11/12/15 | 1 | Draft Issue | ALL | ALL | PvdP |
| 11/12/15 | 2 | Initial Issue | ALL | ALL | PvdP |
| 01/02/16 | 3 | Update | ALL | ALL | PvdP |
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## 2.0 REFERENCES

### Legislation

Work Health and Safety NSW

### Other Documents

- RPA Project Management Plan
- Construction Contractor Project Management Plan
- UNSW Contractors Induction Program
- UNSW Emergency Procedures

### RPA's Project Management System

RPA's Project Management Plan) is contained in volumes of standard procedures and related forms and appendices:

Access to these procedures is done electronically via 'Synergy' on the RPA's network, or hard copies may be printed where this access is not available.

## **3.0** DESCRIPTION OF THE WORKS

The Electrical Engineering Building (EEB) is a significant 50+ year old building located in the heart of the Campus which requires extensive refurbishment to realise its potential for the University and to support the ongoing requirements of the School of Electrical Engineering and Telecommunications (EET). The University, through its Facilities Management Group and working in collaboration with the School's representatives, has in the form of the Project Definition Plan (PDP) developed a brief for the refurbishment which responds to the requirements of the School and other groups within the broader University.

These include the Centrally Allocated Teaching Spaces (CATS) group, the Institute of Environmental Studies (IES), the Connected Water Initiative (CWI), and Nura Gili. In addition, the project is to address the opportunities that the location of the EEB presents within the Campus, including greater integration of the building into the campus to improve connectivity within the building as well as with the Campus' public domain (namely the Mall). It will also focus on creating an address and activation of the building in its interface with the Mall and mirror some of the initiatives currently nearing completion with the Mechanical Engineering Building's Redevelopment. Existing vehicle circulation issues are to be addressed in the project as well as the existing interface issues between people and vehicles in the area.

The proposed works for the EEB consist of demolition and rebuilding of the internal fit-out, replacement of all engineering services (including new roof top plant), the undertaking of structural works, upgrading of the façade, and modifications of levels/access for vehicles in the courtyard area.

The project consists of generally3 areas of works with multiple stages for each area;

- Preliminary Works,
- North Wing Building Works and
- South Wing Building Works

These stages have been adopted to facilitate the continued partial operation of the building by a number of groups and to enable the overall works to be completed towards mid-2018. Nura Gili are required to stay in occupation on the Ground Floor, and appropriate access and building systems will need to be put in place to enable their continued operations (in addition to other occupants of the building) as the works progress.

The relocation and decanting of groups and equipment out of the building (e.g. SAGE's from the basement level and SPREE's from the roof), as well as between the North and South wings in stages 1 & 2, is generally to be undertaken during semester breaks in order to minimise disruption. Planning and implementation of this work in stages and to a number of different locations away from and within the EEB will be managed by RPA.

Construction works is programmed to commence in mid 2016 and completion is expected in the first half of 2018.

## 4.0 GENERAL MANAGEMENT

RPA will coordinate with all other project managers, contractors and principal consultants working on project, as well as with designated staff from UNSW and UNSW Facility Managment.

Planning and implementation of the works on site, including access to, from and around the site, RPA shall consult and coordinate with the Contractors and all relevant stakeholders, authorities and agencies including:

- UNSW Facility Management
- UNSW staff
- UNSW Security
- NSW Fire Brigade
- NSW Police
- NSW Planning
- Environmental Protection Agency (EPA)
- Randwick Council

RPA will ensure suitable and safe access is maintained at all times around the site for UNSW staff, students, and visitors by the contractor, including but not limited to the preparation of, and consultation regarding, the maintenance of a Access Plan which, shall incorporate:

- temporary signage around the site
- temporary pedestrian crossings, particularly where the works mean that pedestrians should not be moving immediately adjacent the site, even for particular events / episodes
- temporary paths and ramps
- hoardings and protective screens and covers
- temporary lighting

### 4.1 Hours of Work

Hours of work permissible during the course of the project as set down in the development consent.

Monday to Friday 7.00am to 5.00pm,
Saturday 7.00am to 3.00pm.
The above working works are preliminary and subject to the working hours granted under the development approval process.

No works to be undertaken on Sundays and Public Holidays unless otherwise approved by RPA and UNSW.

Out of hours work will be considered for special applications only when it becomes necessary. Relevant authority approvals will be obtained by the contractors prior to any work being performed outside the approved development consent working hours.

### 4.2 Construction Works

All works shall be carried out in normal hours with the exception of the following restricted work hours / times where an agreement has been reached between contractor, UNSW and RPA for the works to be undertaken:

All deliveries of material to site will be carried out in between 7.00am and 9.00am and all material movements shall be carried out in accordance with contractor's material handling procedures and Construction Traffic Management Plan (TMP). Refer to Appendix 1 for the Preliminary Construction Traffic Management Plan.

UNSW staff will not be able to access the construction works unless prior arrangements have been made with RPA and the contractor. If access is granted for UNSW staff to gain access, UNSW staff

member must be accompanied by a representative of RPA or the contractor.

It is also recommended that UNSW wishing to gain access to the construction site during the course of the project, undertake the Building Industry Induction Course and obtain a white card.

## 4.3 Access for Emergency Vehicles and Personnel

Construction works will not effect to access for emergency vehicles and personnel during the course of the project, however in the event of a particular construction activity the works do effect the access path:

- RPA and the contractor shall ensure suitable access is maintained by the contractors at all times for emergency vehicles and the general public on and off the site.
- All construction traffic to and from the Project (Refer Appendix 3 - Site Establishment Plan and Appendix 1 - Preliminary Traffic Management Plan).

## 4.4 Access for UNSW and Visitors

Access for UNSW Staff and students to the operational part of the building will be maintained however alterations will be made to suit the constructions staging. The final access arrangement will be agreed with the contractor prior to the commencement of each stage.

The Contractor will be responsible for the implementation and management of access plans required for the various stages of the project. All plans will need to be approved by RPA and UNSW prior to the implementation.

Refer to the Contractor's Site Management Plan for details of pedestrian circulation pathways. RPA shall ensure suitable and safe access is maintained at all times around the site for UNSW staff, student, visitors and general public. The contractor will consult with RPA and UNSW and develop access plans that will be incorporated within the Contractor's Site Management Plan.

The plans will include:

- Temporary Signage around the site
- Temporary pedestrian crossings
- Temporary paths and ramps
- Hoardings and site fencing

## 4.5 Access for construction personnel

Access by the contractors, subcontractor, and workers to the project will be via the Contractor's site compound located on the ground floor. The contractor will need to advise UNSW and RPA of all deliveries for coordination with other UNSW activities. All construction personnel will be advised of the requirements of access as part of the site Inductions prior to commencing work on site.

General circulation from the contractor's site establishment area and the site will be in accordance with the site establishment plan.

## 4.6 Hot Work

RPA will ensure that the contractor comply with the provisions of the "Guidelines for Controlling Hot Work" on Project construction site. RPA ensure that the contractors will issue the appropriate 'Hot Works" permit for all hot works undertaken in accordance with UNSW's and Contractor's guidelines.

## 4.7 No Smoking Policy

UNSW promotes a smoke fee campus and the Contractors shall ensure there is no smoking on site, no smoking within the building under construction and no smoking within the site accommodation including site offices and subcontractor's sheds including trade Contractor's facilities.

## 4.8 Adjoining Property

The contractors shall undertake a dilapidation inspection and prepare reports on adjoining properties, including roads and surrounding landscaping. A copy of the report is to be issued to RPA and UNSW.

The contractor shall inform all construction personnel that the adjoining spaces to the redevelopment will remain operational during the course of the project, and that all construction personnel must behave in an acceptable manner that does not disrupt the daily operations of UNSW.

## 4.9 Noise, Vibration and Dust

Scope

### Dust

Full height dust proof hoardings will be installed by the contractors to maintain a dust free environment to the remainder of UNSW EEB building during the course of the project..

Housekeeping practices will be implemented by the Contractors to ensure work areas are kept clean.

### Noise and Vibration

This plan details how noise and vibration sources will be identified and managed on this project.

References

- Environment Protection Act
- Environmental Protection Regulation
- Environment Noise - Environment Protection Policy
- AS2436-1981 Guide to Noise Control on Construction, Maintenance and Demolition Sites
- Development Consent Conditions.

Responsibility

- Contractor

Sources of Noise and Vibration

The Contractor will identify the sources of noise on the project and determine the acceptable noise levels based on statutory, project specific requirements and in consultation with RPA and UNSW.

### Construction Hours

The following timing guidelines for construction activities will be adhered to:

- Monday to Friday 7.00am to 5.00pm,
- Saturday 7.00am to 3.00pm.

The above working works are preliminary and subject to the working hours granted under the development approval process.

Working outside these hours will only be considered by the Contractor where:

- it is an emergency,
- a situation that would create hazardous conditions,
- plant breakdowns have delayed an activity that cannot be stopped,
- the extended working hours will not impact on UNSW's operations.

The Contractor will ensure that the RPA's representative and the relevant government authority are notified of this work with the details and the reasons for performing outside the designated hours. No work will proceed outside of hours without the prior approval.

### Criteria

The following criteria are set up for the project:

| Parameter | Measurement | Criteria/KPI |
|---|---|---|
| Construction noise | Monday to Friday 7 am – 5 pm<br>Saturday 7 am – 3 pm<br>Boundary with nearest Users | No breaches |
| Complaints | UNSW and Surrounding community | No public complaints of noise. |

Noise and Vibration Levels

### Noise

The Contractor is to identify indicative sound power levels for specific items of plant and equipment used, to estimate noise impacts in accordance with the relevant guidelines.

### Vibration

Given the location of the site, some exceedance of daytime vibration limits may be expected in terms of either the potential for building damage or in terms of exceedance of human comfort levels, and operational limits of UNSW equipment from any construction activities.

Procedure for Mitigation of Impacts

| Control Measures | Responsibility | Timing/Frequency |
|---|---|---|
| General and Construction Hours | | |
| Implement this Noise and Vibration Control Plan | Contractor | Throughout works |
| Ensure that construction work is restricted to the stated normal working hours unless otherwise approved:<br>Work outside these hours will only be considered by the RPA where: It is an emergency; A situation that would create hazardous conditions; Plant breakdowns have delayed an activity that cannot be stopped (eg. concrete | Contractor | Daily |

| | | |
|---|---|---|
| pour); The extended working hours will not impact on surrounding Users/buildings | | |
| Ensure the relevant government authority approval is obtained for any work occurring outside normal working hours | Contractor | Prior to works outside normal working hours |
| Train site personnel in noise and vibration impacts and management, including techniques to minimise noise and vibration emissions to residences. | Contractor | Prior to on-site construction commencing |
| Noise | | |
| Inform surrounding Users/Buildings of intended scope of works regarding noise. | Contractor | Prior to on-site construction commencing |
| Where practical, construct earth mounds or screening in sensitive locations, to ACT as acoustical barriers and to minimize noise emissions. | Contractor | Prior to on-site construction commencing |
| Select and use the quietest available plant and equipment. Minimise the use of 2 stroke engines. | Contractor | Prior to on-site construction commencing |
| Monitor individual vehicles, plant and equipment for noise generation. | Contractor | when first brought onto site & every 3 months throughout the project |
| Regularly maintain vehicles, plant and equipment and fit engine exhaust systems with properly maintained noise suppression devices such as mufflers, silencers and enclosures in accordance with manufacturer's recommendations. | Contractor | Prior to on-site construction commencing and ongoing |
| As far as practicable, locate compounds, parking areas and activities located in positions away from noise sensitive locations | Contractor | At all times |
| Minimize noise-intensive activities as far as possible. | Contractor | At all times |
| Where possible, face engines of large plant and equipment away from Users/Buildings. | Contractor | At all times |
| Notify client and other relevant authorities and surrounding Users/Buildings prior to predicted noisy or vibration-intensive activities | Contractor | Prior to noisy activities commencing |
| Notify client, the relevant government authority and adjacent Users/Buildings of any works undertaken outside normal working hours, which could result in noise impacts. | Contractor | Prior to works outside normal working hours |
| Record and action all noise complaints. | Contractor | When required |
| Monitor general noise levels during working hours. | Contractor | Throughout construction period |
| Compare noise levels to the KPI's. If greater than KPI's or background, raise a Non-conformance report and implement further noise control strategies. | Contractor | Throughout construction period |
| Vibration | | |

| | | |
|---|---|---|
| Evaluate likely vibration impacts on nearby structures, sewer mains, and pipelines and develop mitigation measures as appropriate with RPA and UNSW. | Contractor | Prior to on-site construction commencing |
| A dilapidation Survey shall be undertaken prior to commencing demolition / construction works | Contractor | Prior to on-site construction commencing |
| Implement a weekly / daily communication process with stakeholders to inform of construction activities particularly excavation in rock that may cause vibration issue with the adjacent building. Works to stop immediately if vibration from construction works interfere with the normal operation of UNSW equipment | Contractor | Prior to commencing any construction activities that may cause vibration issues with UNSW equipment. |
| Monitoring | | |
| The Contractor shall monitor noise and vibration objectively of plant and sensitive receptors. The results of these tests shall be recorded on a regular basis. | Contractor | Regularly |
| Physical monitoring (using Sound Level Meters or vibration meters) shall be performed in accordance with the relevant Australian Standards or other prescribed standards. Short term attended noise and vibration monitoring shall be performed at locations nominated at the commencement of works. | Contractor | When required |
| Recording | | |
| Observations shall be noted in weekly Site Inspection Report | Contractor | Weekly |

## General

Contractors will ensure that any dust caused by the works is reduced to a minimum. Areas worked in by Contractors will be adequately screened to prevent dust spreading to neighboring buildings via the installation of pre filters.

The Contractors shall notify RPA and UNSW in advance of work which may require additional dust protection.

Jack hammers and other noisy equipment including hand-held tools used in the performance of the work will be fitted with effective silencers of a type recommended by the manufacturers. Compressor sets and motors used in the performance of the work will be fitted with effective acoustic canopies and special engine exhaust silencers of a type recommended by the compressor manufacturer. Where possible the Contractor is to under all noisy works between 7.00am to 9.00am Monday to Friday and 7.00am to 3.00pm on Saturdays.

Portable radios and CD players will not be permitted on site. The contractors shall ensure that all structural borne noise will be kept at a minimum to avoid disruption for the users and occupiers of the adjacent areas for periods outside the agreed noisy works periods. The contractors will use "best practice" methods of work to obviate any generated noise.

## 4.10 Site Security

Refer to the Appendix 3 - Site Establishment Plan. The contractors will secure the boundaries of the site for the duration of works. The external area will be fenced off using temporary fence panels 1.8m to 2.4m in height. Shade cloth will be placed on the fencing to help minimise dust and present a clean and well managed site.

Appropriate signage will be displayed at all access points to the site warning staff, visitors and the general public that an area which is fenced and/or hoarded off is a construction site.

All access points allowing entry to the construction site will be locked at all times with the exception of the main entry gate to the site which will be manned for security and remain open during normal working hours. The contractors will issue a key to UNSW security to allow access to the construction site in emergency situations for emergency services teams only.

Emergency Site Access procedure will be implemented and will be issued to UNSW's security for use after normal hours. Where UNSW security have allow access to site for emergency services teams to the construction site for an emergency situation, UNSW security must notify the contractors immediately, and thereafter in writing of the date and time they have entered the site and an explanation of the emergency situation must be provided.

## 4.11 Stakeholder Communication

Regular Meeting:
Regular weekly stakeholder communication meetings have been established so as to keep all key staff informed on key milestones and develop both staff and visitor access/circulation plans.

Contact List:
Refer to Appendix 4 - Project Team Contact List.

## 4.12 Site Signage

Pedestrian / Visitor directional signage:
A proposal covering the extent, design to be developed by the contractors in accordance with the contractors management plans and systems and submitted to RPA for approval.

## 4.13 Parking

UNSW will make available parking for construction personnel. The contractors shall ensure that all persons inducted on the project are advised of the 'Parking' policy within UNSW grounds. Refer to Appendix 1 – Construction Traffic Management Plan for the proposed parking areas off campus for construction workers.

## 4.14 Rubbish Removal

The contractors shall remove from site rubbish resulting from the works. Rubbish shall be handled in a manner so as to confine the material completely and to minimise dust emissions and disposed of in accordance with Contractor's Environmental Plan.

The contractors will ensure UNSW facilities are NOT used for the disposal of rubbish from site. The contractors will engage a waste removal specialist to manage and recycle all waste that leaves the project. To encourage recycling, bins will be located close to areas of work and in a position where access for removal by trucks is possible.

## 4.15 Deliveries

Deliveries to the site will be carried out in accordance with the work hours as approved by the

development consent approvals and the preliminary construction traffic management plan included in Appendix 1.

## 5.0 DAILY TASKS

### 5.1 Prior to Work Commencing

The Contractor's Supervisor will carry out the following operations to ensure acceptable safety at all times, before work starts:

1. Daily prestart toolbox talks with Subcontractors,
2. Inspect all signs and devices, note any signs out of place or damaged overnight and rectify as soon as possible,
3. Inspect all emergency and pedestrian egress paths and ensure that they are clear of construction plant and materials,
4. Make the programmed adjustments to the site management provisions for the day. Check for safety and effectiveness by an inspection around the job,
5. Maintain, regularly clean and repair OR replace signs and devices as necessary.

### 5.2 During Hours of Work

The Contractor's Supervisor will:

1. Attend to problems as they occur,
2. Where there are hazards to UNSW staff and public, the contractors staff will ensure these are attended to immediately,
3. Reposition barriers and signs as necessary,
4. Co-ordinate maintenance of access paths, footpaths with other job operations.

# **6.0** RECORD KEEPING

## 6.1 Site Quality Assurance and Daily Records

Contractor's representative will keep adequate records of daily activities and any significant departures or additions in the Project Diary. An Inspection and Test Plan (ITP) shall be completed ensuring compliance with the management plans.

## 6.2 Incident / Accident Management and Reporting

### Incident Management

The objective of the incident plan is to minimise such disruptions and provide a clear and simple guideline for disruptive events. Contractor's Incident Management Plans are to be implemented on the project upon award of the Contractor.

### Accident Management

The Contractors shall promptly notify RPA and UNSW of the occurrence and furnish a written report of the following incidents and accidents:

- Accident involving death or personal injury,
- Accident involving lost time,
- Incidents with accident potential such as equipment failure, slides, cave ins, and the like.

In the case of accidents either witnessed or reported, involving UNSW staff, student, public or from which legal proceedings might arise:

- record the actual type, size and location of signs and devices in use at the time of the accident,
- notify UNSW management as soon as possible,
- Take photographs of the arrangement for subsequent reporting.

A file shall be kept including any relevant information on traffic arrangements used and completed.

## 7.0 WASTE MANAGEMENT CONSTRUCTION PHASE

Project specifics are addressed in Appendix 2 – Preliminary Construction Waste Management Plan.

The project objectives include:

- Retain and refurbish all of the existing Electrical Engineering Building thereby minimising waste and refurbishing the buildings to provide a further 40 years of reuse.
- Reinforce waste minimisation with the Contractor based on the hierarchy of avoidance/reduce, re-use, recycle, treat and dispose to endeavour to re-use and/or recycle to reduce/avoid waste disposal to landfill.
- minimize construction waste by early planning and establishment of "Waste minimisation Culture" by all participants in the Design, Construction and End User process.
- Waste minimisation is a key element in life cycle analysis, material selection and specification.

General construction works will generate quantities of materials such as concrete and other masonry products, timber, steel and plastic mainly associated with packaging. Wastes will be segregated and recycled as per the Contractor's and UNSW's waste minimisation strategy.

Construction Waste Management Guidelines

| Materials on Site | | |
|---|---|---|
| Type of Materials | Reuse and recycling | |
| | On Site | Offsite |
| Concrete Slabs, paving and Brickwork | External face brickwork to be salvaged and used to repair damaged brickwork. Surplus brickwork to be packed for storage by UNSW | Concrete and Internal Brickwork to be demolished by specialist demolition contractor and removed from site for recycling as seconds or crushed for roadbase or fill |
| Formwork | Minimise wastage through reuse of formwork on succeeding floors or use permanent formwork system | Timber formwork to be removed on completion and stored at the Contractor's for re use on other projects. |
| Concrete blocks | | To be demolished by specialist demolition contractor and removed from site for recycling as seconds or crushed for roadbase or fill |
| Plasterboard | | Off cuts returned to manufacturer for recycling |
| Timber | Minimal use of timber in the building other than for joinery fabricated off site | |
| Metal/Steel | Metal panel system is fabricated off site. | Sold as scrap |
| General Waste other than construction | | |

## 7.1 Description of Operational Waste Management Initiatives at UNSW

- UNSW is committed to minimizing its waste generation and resource use and has introduced appropriate policies and procedures to achieve this objective.
- The EMP was established in 1995 to implement the operational aspects of the UNSW Environment Policy.
  - Details of the Environment Management Program, its personnel and activities can be found on the UNSW
  - Web Site:
  - *http://www.emp.unsw.edu.au/*
- UNSW targets best practice in the management of its built assets, including the minimization of waste during demolition and construction. Strategic Asset Management Policies are managed by the Strategic Asset Management Committee that reports to the Deputy Vice-Chancellor (Resources).
- Environmental issues are also the responsibility of the Environmental Unit. The role of the Environment Unit is to "develop and promote a culture of environmental leadership, responsibility and continual improvement across the UNSW community", in line with the University's Environment Policy. It regularly considers issues related to the minimization of waste streams. Details of the Environment Unit and its activities can be found at:
  - *http://www.mech.unsw.edu.au/info-about/ohs/environmental-matters*
- The Green Office Program (GOP) is an initiative of the Environment Management Program. The Green Office Program (GOP) is responsible for initiatives to reduce waste and also contributes to the achievement of UNSW greenhouse gas emission reduction targets.
- The GOP involves a number of initiatives, including paper and cardboard recycling, the progressive introduction and use of photocopiers capable of double-sided operation, increasing the proportion of recycled paper used on campus, the introduction of re-usable internal envelopes and further encouraging the use of email for internal communication. In addition, the GOP operates a furniture recycling program from its Randwick Store.
- Waste collection on the University campus has been reorganized to maximize recycling, and to minimize solid waste. Recycling of solid wastes and general waste collection is carried out in partnership with Randwick City Council.
- UNSW has developed a recycling program for its green organic waste that involves an industrial scale composting process. The output is used as water-reducing mulch for landscaped areas on the UNSW campus.
- UNSW has standard procedures and requirements for the disposal of waste materials on site and for the minimization of waste during construction.
- Whole-of-life waste minimization initiatives include:
  - Provision of a dedicated recycling space for buildings to allow efficient storage and sorting of recycled materials.
  - Specification of long life materials minimizing replacement.
  - Waste water minimized by the use of waterless urinals and low-flow sanitary appliances.
  - Part of the UNSW Green Office initiative, including office consumables such as toner cartridges.

## **8.0** EMERGENCY PROCEDURE

In the event of any emergency situation arising during the course of the contract, including:

- Emergency evacuation,
- Fire,
- Flooding and water damage,
- Gas leak,
- Mains power failure
- Explosion,
- Bomb threat,
- Chemical Spill,
- Construction accident,
- Medical Emergency,
- Theft of Collection items,
- Criminal or accidental damage.

The Contractor responsible for the construction / worksite will be responsible to ensure that all construction personnel associated with the works are evacuated from the work site in accordance with the Contractor's procedures. On evacuation of the work site the Contractor's representative will notify UNSW's security control room and advise the status of the site, and await any further instructions.

UNSW will instigate the appropriate UNSW procedure for the remainder of the building pending on the emergency situation present.

The Contractors should ensure that UNSW Evacuation Plans are displayed within the worksite and the Contractor's site establishment to assist construction personnel evacuating UNSW in the event of an emergency.

The Contractors shall ensure that the emergency procedures are incorporated into the Contractor's plans incorporate and induction of personnel the specific requirements of UNSW in the event of an emergency.

In the event of any emergency the following project team personnel will be contactable during all hours of the day:

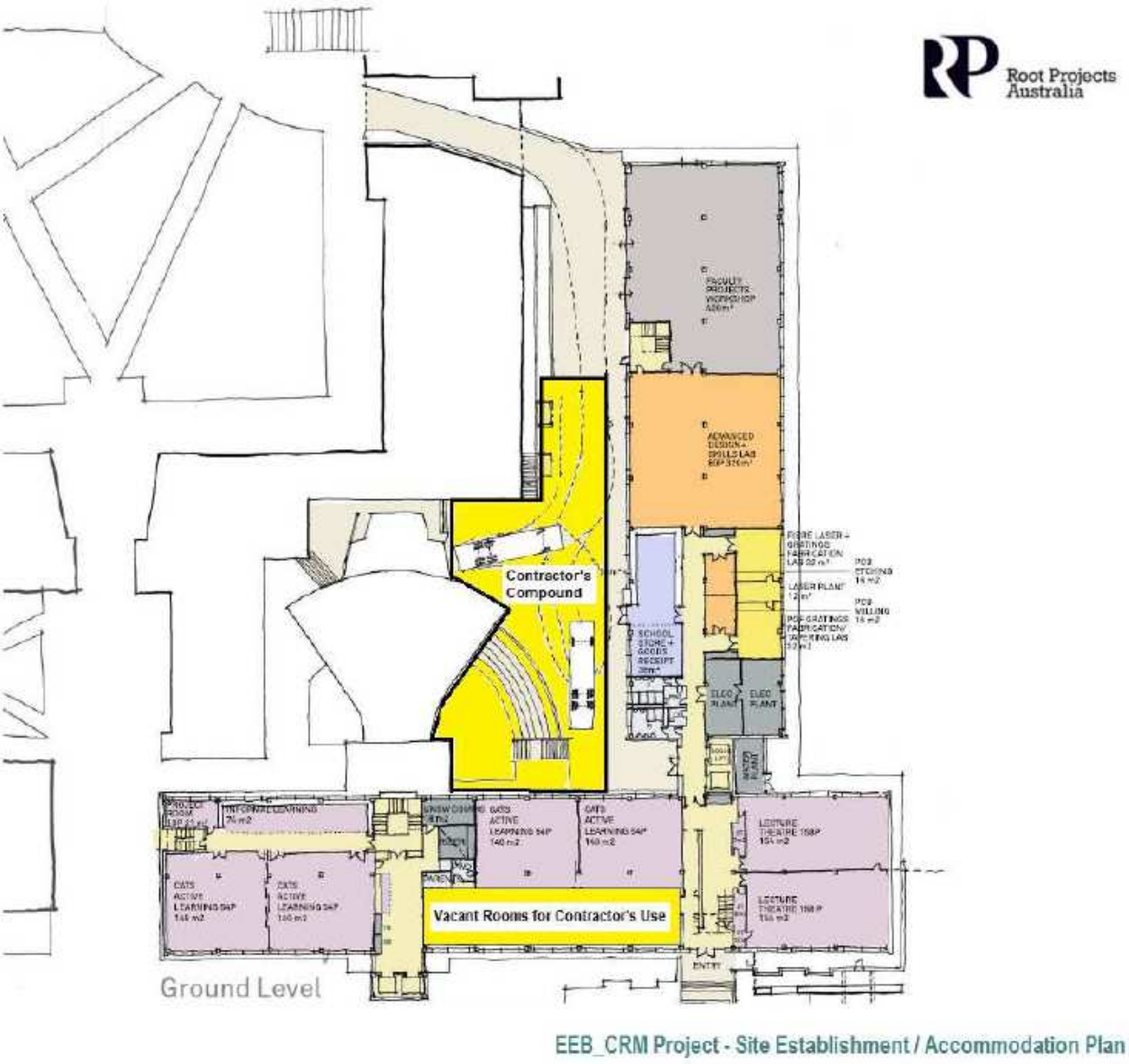
| *No.* | *Position* | *Name* | *Telephone Numbers* |
|---|---|---|---|
| 1 | | | |
| 2 | *To be completed on award of Contractor* | | |
| 3 | | | |
| 4 | | | |

The number designates the order of precedence, which may depend on availability at a particular time of day or period of construction.

# APPENDIX 1 – PRELIMINARY CONSTRUCTION TRAFFIC MANAGEMENT PLAN

# APPENDIX 2 – PRELIMINARY CONSTRUCTION WASTE MANAGEMENT PLAN

# APPENDIX 3 – PROPOSED SITE ESTABLISHMENT PLAN



# UNSW EEB_CRM PROJECT CONTACT LIST

Revision Date: 4 November 2015

| Name | Organisation | Position / Role | Phone | Mobile | Email |
|---|---|---|---|---|---|
| Janine Deshon | UNSW | Design and Brief Development Manager | 9385 2172 | 0402 686 387 | j.deshon@unsw.edu.au |
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| Paul van der Plaat | Root Projects Australia | Project Manager | 9251 8040 | 0400 961 248 | paul@rootprojects.com.au |
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