

LEICHHARDT PARK CHILD CARE CENTRE, MARY ST, LILYFIELD

ANNEXURE 'A' CONDITIONS OF THE SITE

1. All Subcontractor employees must undergo a formal site specific safety induction prior to their commencement on site.
2. All Subcontractor employees working on the job site have undergone a Workcover Accredited Construction Industry Safety Induction course.
3. The Subcontractor is to provide completed personnel registration forms for all employees prior to commencing work on site.
4. The Subcontractor shall submit to the Contractor prior to commencing on site a Site Safety Policy specific to their contract works including Risk Assessments and Safe Work Method Statements that has been reviewed and signed by all Subcontractor employees.
5. The Subcontractor shall submit to the Contractor prior to commencing on site Material Safety Data Sheets (MSDS) when using hazardous substances or chemicals.
6. The subcontractor must provide a Maintenance Log Book for Plant and Machinery they intend using on site. All records must be presented prior to commencement of the works and maintenance checks carried out and recorded (in accordance with Plant manufacturers guidelines) for the duration of the works on site.
7. The subcontractor must provide an Electrical Equipment Register for all electrical equipment they intend using on site. All registers must be completed prior to commencement of the works and maintained for the duration of the works on site. Any equipment found not be labelled with a current date tag will be removed from operation or tested and tagged by the Contractors Electrician on site at the cost of \$15 per tool.
8. The Subcontractor shall supply to the Contractor on site Insurance Certificates of Currency for Workers Compensation, Public Liability (Minimum \$10,000,000), Vehicle and Other Equipment Insurance.
9. The Subcontractor has allowed to supply and install all items required for a safe working system.
10. The Subcontractor has allowed to provide all personal protective equipment and clothing required to undertake the works as indicated in Safe Work Method Statements, Material Safety Data Sheets (MSDS) or signage.
11. It is a condition of the site all persons working on the job site wear high visibility safety vests / shirts, hard hats and safety boots. Failing to comply with this, the Contractor will either instruct the employee to leave the site or the Contractor will supply a high visibility vests (\$30) and hard hat (\$30).
12. All Subcontractor employees shall abide by the Site Safety Rules at all times.
13. The Subcontractor has allowed to work a six (6) day week as necessary to maintain the Contractors target programme as revised from time to time with approved working hours as per DA Conditions and as amended by Council.
14. The Subcontractor has allowed to store all equipment off site until required on site for installation. All costs for storage shall be the responsibility of the Subcontractor.
15. The Subcontractor shall familiarise themselves with the Site Traffic Management Plan in regard to materials handling, movement and parking on the project:
16. The Subcontractor shall provide transportation methods for delivery of all materials and be responsible for any damage during transport.
17. Traffic access to and from the site will be via designated entry / exit points.
18. The Subcontractor shall ensure that during building work the public way is not obstructed by building materials or vehicles, or in any way whatsoever.
19. The Subcontractor shall observe all instruction and directions given by the Contractor regarding loading and unloading materials, co-ordinate all deliveries with the Contractor and is responsible for supplying and delivering plant and materials to and from the site in accordance with Roads and Traffic Authority and local Councils.
20. There is to be only one (1) vehicle space for parking allocated within the site for the Subcontractor. It is the responsibility of the Subcontractor to find parking elsewhere for any other vehicles.

21. The Subcontractor acknowledges that all horizontal and vertical movement of materials (ie craneage) is the responsibility of the Subcontractor, and is to be organised, coordinated and paid for by the Subcontractor. The Subcontractor acknowledges that they shall be responsible for making application to Council and any other regulatory authorities for any permits required for the unloading/loading of materials and shall be responsible for the payment of any such fees incurred.
22. The Subcontractor shall submit details of size of delivery trucks, and methods of unloading and moving of materials into position on site.
23. The Subcontractor acknowledges that access to and possession of the work areas shall not be exclusive to the Subcontractor, but only enable him to carry out the works concurrently with the execution of the works by others.
24. The Subcontractor shall familiarise themselves with the Site Environmental Management Plan to reduce or eliminate the environmental impact on the site and surrounding areas.
25. All construction plant and equipment will be properly maintained and in good working order, ie no excessive visible smoke emissions from engine exhausts and excessively noisy equipment.
26. All trucks transporting materials such as sand and soil will be covered and tailgates secured.
27. Fuelling of vehicles or construction plant on site will be carried out in areas designated by the Contractor, ie not discharge near stormwater drains and gutters.
28. Cleaning of tools and equipment (ie paint brushes) will be washed and disposed of in a correct manner not to effect or damage any finished building elements and accordance with site waste management plan.
29. The Subcontractor is responsible for placing all their rubbish into bins, sweeping floors and generally cleaning up on a daily basis in their works areas. Recyclable materials will be placed in appropriate bins as required by the site waste management system.
30. The Subcontractor shall clean roads and footpaths and wash down vehicles and the like before exiting the site in accordance with the Contractor's and authority requirements.
31. The Head Contractor will supply shedding for lunch, change and toilet facilities only. It is the Subcontractor's responsibilities to ensure all their employees maintain the sheds in a clean and orderly condition to the Head Contractors satisfaction, ie food scraps cleaned up and placed in bins, tables, chairs and the like cleaned down.
32. The Subcontractor acknowledges and agrees that all subcontractors and suppliers engaged by the Subcontractor for the works will comply with all conditions of this Subcontract Agreement as if engaged directly by the Contractor.
33. Provide a competent supervisor on site at all times and ticketed first aider when the Subcontractor has more than 10 men on site at any one time.
34. Provide and maintain up to date incident and injury records and include for all statutory requirements for employee safety.
35. Weekly subcontractor co-ordination meetings will be held on site to which attendance by a suitably qualified representative of the subcontractor is compulsory.
36. Weekly tool box talks are to be undertaken by Subcontractors with a copy of the minutes from these meetings to be provided to ProjectCorp at each site co-ordination meeting.
37. QA Plan and documentation to satisfy requirements indicated in the specification which includes, but not limited to, testing, ITPs, tolerances etc.
38. Each subcontractor is to nominate a safety representative who will be available to undertake weekly site safety inspections and meetings or as required to ensure the safe operation of the site.
39. Subcontractor's are required to issue Progress Payment Claims NOT TAX INVOICES five (5) working days prior to the due date determined by the Contract Conditions. The Contractor has ten (10) days upon receipt of Progress Payment Claim to assess and approve claimed amounts. The Subcontractor will then generate a Tax Invoice for payment of claim on date determined by the Contract Conditions.
40. The Subcontractor must accompany ALL Progress Payment Claims with a completed Subcontractor's Statement regarding Workers Compensation, Pay-Roll Tax and Remuneration.
41. The Subcontractor must accompany ALL Progress Payment Claims with copies of Insurance Certificate of Currencies for Workers Compensation, Public Liability and Vehicle and Other Equipment Insurance
42. The Subcontractor must accompany ALL Progress Payment Claims with completed up to date ITP's signed and checked by Site Manager