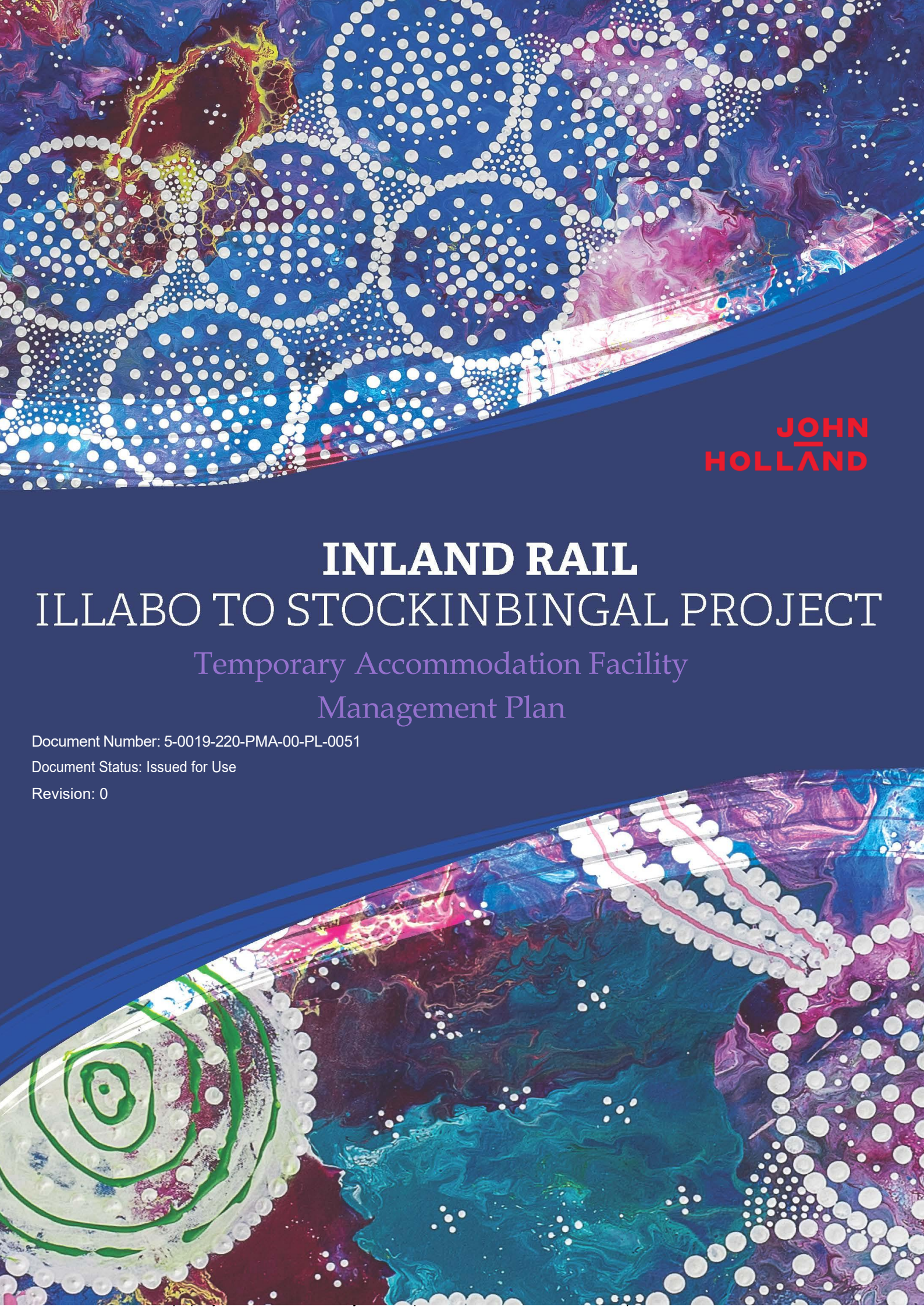




**JOHN
HOLLAND**

INLAND RAIL

ILLABO TO STOCKINBINGAL PROJECT

Temporary Accommodation Facility Management Plan

Document Number: 5-0019-220-PMA-00-PL-0051

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Revision: 0



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Name	Daniel Lidbetter	Justin McCarthy
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REVISION HISTORY

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DOCUMENT CONTROL

The current reviewed and approved version of this management plan is available on the I2S Project's IMS platform and within SharePoint. Downloaded management plans are deemed uncontrolled, and it is the responsibility of the user to ensure they are using the latest revision.

Sponsors should contact I2S's Document Control Team to obtain the latest revision of the management plan before commencing changes to the Plan for the next revision.

REVIEWS AND AMENDMENTS

This Plan is to be reviewed as required and periodically, minimum yearly ensuring the Plan is kept updated and remains relevant to the I2S scope of work and consistent with policies, compliance standards and best practice.

Any major revisions or amendments must be approved by the Project Director and/or Senior Leadership Team representative before being distributed/implemented.



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1 Revisions and Distribution

1.1 Revisions

Draft issues of this document are identified as Revision A, B, C etc. Following acceptance by the document approver, the first finalised revision will be Revision 0. Subsequent revisions will have an increase of “1” in the revision number (1, 2, 3 etc.).

1.2 Distribution

The controlled master version of this document is available for distribution as appropriate and maintained on the document management system being used on the project. All circulated hard copies of this document are deemed to be uncontrolled.

Client's Representative	Harry Mercer
Project Director	Justin McCarthy
Project Quality Representative	Sharon Winter
Construction Manager	Tim Cook
Environment & Sustainability Manager	Daniel Lidbetter
Safety Manager	Kevin Hasler
Environmental Representative	Tim Elder
Project Personnel	Aconex Distribution



2 References, Definitions and Abbreviations

2.1 Compliance Roadmap

2.1.1 Minister's Conditions of Approval

The table below has been prepared to demonstrate compliance with requirements of the Critical State Significant Infrastructure (CSSI-9406) Conditions of Approval (CoA). The relevant CoA's have been included below:

Table 2-1 Conditions of Approval

Reference	Requirements	Applicable Section in this Plan
A18	The Proponent must prepare a Temporary Accommodation Facility Management Plan in consultation with the relevant council, and emergency services. The Plan must be endorsed by the Environmental Representative and submitted to the Planning Secretary for approval one (1) month prior to establishment of the accommodation facility by construction personnel commences. The Plan must include:	This Plan Section 3.2
A18(a)	site layout including building locations and outdoor recreation areas, vehicle access, movement and parking, site servicing and utilities infrastructure including the requirements of Conditions E111 and E112 ;	Section 4.3 Section 4.4 Appendix A
A18(b)	management and emergency provisions including staff roles and responsibilities, provision of security and paramedic staff required by Condition E112 , communication procedures with emergency services, and community consultation and complaints processes consistent with the Communication Strategy required by Condition B1 and the Complaints Management System required by Condition B6 ;	Section 5.2 Section 5.7 Section 7.1
A18(c)	measures to minimise noise and lighting amenity impacts on adjacent residents including limitations on use of outdoor recreation areas required by Condition E114 ;	Section 4.4.1.1 Section 4.4.1.2
A18(d)	(d) the code of conduct as required by Condition E117 for all users of the accommodation facility; and	Section 5.7.1.3



Reference	Requirements	Applicable Section in this Plan
A18(e)	arrangements for servicing the accommodation facility (including in terms of food, water, wastewater, waste collection and cleaning and maintenance). The Plan must: (i) outline the provisions for and anticipated frequency and timing of servicing (including food and water deliveries and waste and wastewater collection); (ii) detail the location and facilities to store water, waste and wastewater; (iii) include cleaning and maintenance provisions, including the frequency and range of duties; and (iv) detail the measures that the Proponent would implement to support local suppliers and services in the operation of the accommodation facility.	Section 5.1 Section 5.3 Section 5.1 Section 4.4.3
C8	The Proponent must ensure that all roads / tracks that will be used to access ancillary facilities are to the standard necessary to provide access as agreed with landowners, asset owner(s) and/or the relevant roads authority (as applicable), including a trafficable surface suitable to accommodate the type of vehicle movements that are anticipated to be associated with the construction of the CSSI.	Section 4.4.1.4 Section 4.4.1.3 Section 5.6
C10	Boundary screening must be erected between ancillary facilities (excluding minor ancillary facilities) and temporary workforce accommodation facility, adjacent to and visible from sensitive land use(s) (including occupied residences on agricultural properties) for the duration of the time that the ancillary facility or accommodation facility is in use, unless otherwise agreed with the owner and occupier of the adjacent sensitive land use(s). Boundary screening must minimise visual impacts on adjacent sensitive land use(s) and not create a fire hazard.	Section 4.4.1.10
E111	Temporary workforce accommodation facilities must be completed prior to commencement of construction. The accommodation facilities must be designed to ensure sufficient capacity to house the peak workforce and operate to ensure for the surrounding community and accommodation facility occupants: (a) environmental amenity, particularly in relation to noise, air quality and lighting; and b) security, in particular for vulnerable community members and workers.	Section 4.4.1 Section 5.4



Reference	Requirements	Applicable Section in this Plan
E112	The accommodation facilities must be managed and appropriately staffed to minimise amenity and social impacts associated with the running of the accommodation facilities, both within and outside of the accommodation facility. Suitably qualified and experienced resident facility manager(s), security and paramedic staff must be employed and be available while the accommodation facilities is running.	Section 5.4 Section 5.5 Section 0
E113	Delivery servicing is limited to the work hours specified in Conditions E1 and E2 , unless any out of hours noise related to the delivery servicing complies with Condition E3 .	Section 5.8
E114	Outdoor recreation areas of the accommodation facilities can only be used between 7.00am and 10.00pm daily.	Section 5.8
E115	On site utilities including water, wastewater and electricity must be designed and located in accordance with Council specifications and relevant standards, in consultation with Council.	Section 4.4.4
E116	Telecommunications upgrades undertaken for the Accommodation facilities must consider the ability to provide long-term improvements to mobile telephone and internet capacity in surrounding areas.	Section 4.4.4.3
E117	The Proponent must prepare and implement a Workforce Code of Conduct for employees and contractors involved in the construction of the CSSI. The Code of Conduct must be prepared by a suitably qualified and experienced person(s) in the human resources sector and made publicly available prior to work commencing. The Code of Conduct sets out the ethical standards that employees are expected to adhere to in the construction site and interaction with the local community.	Section 5.7.1.3



Reference	Requirements	Applicable Section in this Plan
E120	The Proponent must minimise the fire risks of the development, including managing vegetation fuel loads within and adjacent to the corridor during construction of the CSSI, and ensure that the development: (a) (i) complies with the relevant asset protection requirements in the RFS's Planning for Bushfire Protection 2019 (or equivalent) and Standards for Asset Protection Zones; (ii) incorporates the recommendations of a fire risk assessment as per TfNSW design standards; and (iii) is suitably equipped to respond to any fires on site, including provision of a 20,000 litre water supply tank fitted with a 65 mm Storz fitting and a FRNSW compatible suction connection located at each at locations identified by the fire risk assessment (including all weather access to the water supply tanks for Category 1 tankers); and b) develop procedures to manage fire hazard and potential fires on site, in consultation with the RFS and FRNSW; c) assist the RFS, FRNSW and emergency services as much as practicable if there is a fire in the vicinity of the site; and d) notify the relevant local emergency management committee following completion of construction of the development, and prior to commencing operations.	Section 4.4.1.5 Section 5.2 Bushfire Emergency Management Plan Section 4.4.1.5 Section 4.4.1.5
E121	Prior to commencing construction, the Proponent must develop and implement a comprehensive Bushfire Emergency Plan and detailed emergency procedures for the infrastructure, in consultation with RFS and FRNSW and provide a copy of the Plan to the local Fire Control Centre. The Plan must: (a) be consistent with: (i) RFS's Planning for Bushfire Protection 2019 (or equivalent); (ii) RFS's Development Planning - A Guide to Developing a Bush Fire Emergency Management and Evacuation Plan; (iii) the Fire and Rescue NSW Act 1989; (iv) the Work Health and Safety (WHS) Act 2011; b) identify the fire risks and hazards and detailed measures for the CSSI to prevent or mitigate fires igniting, including risks associated with the revegetation within the rail corridor; c) include procedures that would be implemented if there is a fire on-site or in the vicinity of the site; d) list works that should not be carried out during a total fire ban; e) include availability of fire suppression equipment, access and water;	Section 4.4.1.5 Section 5.2 Bushfire Emergency Management Plan



Reference	Requirements	Applicable Section in this Plan
	f) include procedures for the storage and maintenance of any flammable materials; g) detail access provisions for emergency vehicles and contact details for both a primary and alternative site contact who may be reached 24/7 in the event of an emergency; h) include a figure showing site infrastructure, any Asset Protection Zones and the on-site water supply tank(s); i) include location of hazards (physical, chemical and electrical) that may impact on fire fighting activities and procedures to manage identified hazards during fire fighting activities; j) include details of the location, management and maintenance of any Asset Protection Zone (including maintaining the Asset Protection Zones at a height of 100 mm or less at the construction compounds and temporary workforce accommodation facilities) and who is responsible for the maintenance and management of the Asset Protection Zone; k) include bushfire emergency management planning; l) include details of the how RFS and FRNSW would be notified, and procedures that would be implemented, in the event that: (i) there is a fire on-site or in the vicinity of the site; (ii) there are any activities on site that would have the potential to ignite surrounding vegetation; or (iii) there are any proposed activities to be carried out during a bushfire danger period that have the potential to ignite surrounding vegetation.	

2.1.2 Updated mitigation measures

The table below has been prepared to demonstrate compliance to requirements from the Response to Submissions Report (Appendix B- Updated Mitigation Measures). The relevant mitigation measures that must be administered as part of the TAF are included below:

Table 2-2 Updated Mitigation Measures (UMMs)

Reference	Mitigation Measure	Applicable Section in this plan
BD-8	A rehabilitation strategy would be prepared to guide rehabilitation planning, implementation, monitoring and maintenance of disturbed areas once construction is complete. The strategy would include clear objectives for seed collection and rehabilitation of native vegetation in temporary disturbances areas and in riparian areas.	Section 0



Reference	Mitigation Measure	Applicable Section in this plan
ABD-2	Lighting of the accommodation camp would be designed in accordance with best practice design to limit impacts on wildlife and minimise light spill to woodland area. including AS/NZS 4282:2019 (Outdoor Lighting Obtrusive Effects). This would include the following measures: - orient lighting away from native vegetation patches where possible and focus light on intended area (avoid light spill into vegetated areas) - where light impacts to vegetation cannot be avoided, use lowest intensity lighting appropriate for the task or consider modifying spectral composition (i.e. reduced or filtered light of blue, violet or ultraviolet wavelengths) to reduce impact	Section 4.4.1.2
AT-1	As part of the traffic, transport and access management plan, the arrival and departure of the workforce to the accommodation camp would be managed to minimise peaks in congestion and reduce impacts on the road network, particularly at nearby intersections	Section 5.6 Construction Traffic & Transport Access Management Plan
AT-2	The 80 km/hr speed limit associated with the level crossing on Grogan Road would be temporarily extended south to incorporate both access points to the accommodation camp, during both establishment and operation. The speed limit would be clearly signposted at the accommodation camp access points and on Grogan Road.	Construction Traffic & Transport Access Management Plan Section 5.6
AT-3	The design of the two-way access points to the accommodation camp would be undertaken with regard to relevant standards and guidelines, and in consultation with the Cootamundra-Gundagai Regional Council.	Section 4.4.1.4
AT-4	During operation of the accommodation camp, workers would be transported between the construction work sites and the accommodation camp via shuttle buses to help minimise potential traffic impacts on the local roads.	Section 5.6
AT-5	Swept path analysis would be undertaken for access from Grogan Road with consideration of bus and service vehicle movements during detailed design	Section 4.4.1.4
AT-6	Route analysis, including an assessment of clearance heights, bridge weight limits and swept path analysis would be undertaken for Oversize Over mass (OSOM) load-carrying vehicles used in the establishment of the accommodation camp.	Site Establishment Management Plan



Reference	Mitigation Measure	Applicable Section in this plan
AHF-1	Minimising hard stand areas in the vicinity of camp buildings to minimise increases in runoff.	Section 4.4.1.7
AHF-2	Site drainage of the accommodation camp would be installed in accordance with the recommendations in Managing Urban Stormwater: Soils and construction - Volume 1 (Landcom, 2004)	Section 4.4.1.7
AHF-3	Stormwater drainage infrastructure would be included under proposed access tracks and roads to maintain existing local overland flows to the farm dam to the north of the accommodation camp site	Section 4.4.1.7
AHF-4	A stormwater detention basin would be constructed at the accommodation camp (indicative location would be in the northern portion of the lot) to capture stormwater runoff from the car park during the 10% AEP flood event and will be designed in accordance with the Soil and Water Management Plan (refer to WQ3).	Section 4.4.1.7
AHF-5	Accommodation camp wastewater would be collected and removed off-site for treatment and disposal at a licenced wastewater treatment facility	Section 5.3.1
AHF-6	Capture of all rainwater from the roofs of camp buildings across the accommodation camp site for suitable reuse within the site.	Section 5.3.3
ASE-1	Anti-social behaviour within the accommodation camp would be mitigated through the Plan which includes a code of conduct for workers, and the adequate provision of: • noise curfew and security requirements • enforcement of drug and alcohol policies • installation of CCTVs • workforce training.	Section 5.7.1.3 Appendix B
ASE-2	Local physical and mental health care service providers would be consulted prior to construction of the accommodation camp.	Section 3.5



Reference	Mitigation Measure	Applicable Section in this plan
ASE-3	The construction contractor would develop appropriate processes and measures to manage potential increased demand on health and emergency services, including: - the camp would be designed to incorporate recreation facilities within the accommodation camp - workforce training and education would be provided to construction workers regarding mental health, wellbeing, and potential risks associated with fly-in-flyout and drive-in-drive-out work.	Section 4.4.3 Section 4.3 Section 5.5
ASE-4	Construction workers would be encouraged to access Cootamundra-based services when possible.	Section 4.4.3
AW-1	Waste collection and recycling systems of the accommodation camp would be developed to ensure safe handling of waste on site before being transported off site and disposed of at an approved or licenced materials recycling or waste disposal facility.	Section 4.4.1.9
AHR-1	The construction contractor would ensure that appropriate firefighting equipment, including fire extinguishers, water carts and hoses, are available at the accommodation camp	Section 4.4.1.5
ABD-1	The proposed access tracks in the northeast and southeast of the accommodation camp site would be located within existing disturbed areas/exotic grassland areas where possible. Surveys would be conducted within PCT 76 (Western Grey Box tall grassy woodland on alluvial loam and clay soils in the NSW South Western Slopes and Riverina Bioregions) during detailed design to ensure the siting of the access tracks avoids impacts on PCT 76 as far as possible. If impact on PCT 76 is unavoidable, tree clearing would be minimised by locating access tracks in vegetation gaps visible within aerial imagery, and the existing mapping and refined upon site inspection, targeting areas of previous disturbance/exotic grassland to minimise potential impacts to derived native grassland.	Section 4.4.1.4

2.1.3 Definitions and abbreviations

Definitions and abbreviations to be applied to the Temporary Accommodation Facility Management Plan are listed below.

Table 2-3 Definitions

Term	Definition
Apprentice	An employee of an Apprentice Employer undertaking a recognised Australian Apprenticeship program and related qualification and holding a formal training contract who has been employed by that employer for a minimum continuous period of 26 weeks on the Project.
Australian Entity	An entity that has an Australian Business Number (ABN) or an Australian Company Number (ACN).
Australian Jobs Act 2013 (Jobs Act)	The Jobs Act requires all major projects in Australia with a capital expenditure of \$500 million or more to prepare and implement an Australian Industry Participation (AIP) Plan. The Jobs Act is available at: https://www.legislation.gov.au/Details/C2013A00069
Camp	Used to refer to the Temporary Accommodation Facility
Client (Principal)	The party to whom John Holland is contracted for a Project
Client's Representative	The person appointed by the Client to perform the duties of the "Superintendent" as defined in the contract.
Commonwealth Indigenous Procurement Policy	Commonwealth Indigenous Procurement Policy, December 2020, available at: Indigenous Procurement Policy NIAA
Contractor	Any business which has a direct relationship with IRPL to supply goods, equipment or services to the project.
Facility	Used to refer to the Temporary Accommodation Facility (or camp)
Full, Fair and Reasonable Opportunity	Full means Australian industry has the same opportunity as other potential suppliers to participate in all aspects of a project from design through to completion, supply and ongoing maintenance. Fair means Australian industry is provided the same opportunity as other potential suppliers to compete for investment projects and other market-based contracts on an equal and transparent basis. Reasonable means tenders are free from any unreasonable specifications or requirements that could rule out local industry and are structured in such a way as to provide local industries the opportunity to participate.
Indigenous Business	A business that: Is registered as an Indigenous business by Supply Nation (formerly the Australian Indigenous Minority Supplier Council); or Is certified as an Indigenous business by the Indigenous Chamber of Commerce in the state the business is located; or Meets the definition of an Indigenous enterprise under the definition used in the Australian Government's Indigenous Procurement Policy.
Indigenous Person	Any person who: Is of Aboriginal or Torres Strait Islander descent Identifies as an Aboriginal or Torres Strait Islander person Is accepted as such by the community in which they live, or formerly lived.



Term	Definition
Industry Capability Network (ICN)	An independent supplier advocate that assists projects and contractors identify capable local businesses.
International	Outside of Australia.
Local area	Identified Local Government Areas (LGAs) in the Project Area and Region. Note: the term 'Local' shall be understood in this context
Project Area	Identified Local government areas (LGAs) intersected by the Rail Corridor for the Illabo to Stockinbingal project, being Cootamundra-Gundagai, Junee and Temora
Project Area Business	Any business whose street address is in the Project Area, and which employs Project Area Residents.
Project Area Resident	Any person whose principal place of residence is located in the Project Area.
Region	Identified local government area's outside the Project Area, but within a 125km radius of the project corridor being: ▶ Australian Capital Territory ▶ Bathurst ▶ Bland ▶ Blayney ▶ Cabonne ▶ Coolamon ▶ Cowra ▶ Federation ▶ Forbes ▶ Greater Hume ▶ Hilltops ▶ Lachlan ▶ Leeton ▶ Lockhart ▶ Narrandera ▶ Parkes ▶ Snowy Manaro ▶ Snowy Valleys ▶ Upper Lachlan ▶ Wagga Wagga ▶ Weddin ▶ Yass Valley The term 'Regional' shall be understood in this context.
Regional Business	Any business whose street address is located outside the Project Area, but in a local government area within a 125km radius of the project corridor, and which employs Regional Residents.
Regional Resident	Any person whose principal place of residence is located outside the Project Area, but in a local government area within a 125km radius of the project corridor.
Rest of Australia	All of Australia, other than the state of New South Wales.
Rest of New South Wales	All of the State of New South Wales, other than the Project Area and the Region
Social Enterprise	Any business that trades to intentionally tackle social problems, improve communities, provide people access to employment and training, or help the environment, and: - is certified as a social enterprise by Social Traders, or - can provide evidence of trading as a social enterprise in the form of a statutory declaration, declaring that the enterprise: - is led by an economic, social, cultural or environmental mission consistent with a public or community benefit; - trades to fulfil their mission and derive a substantial portion of their income from trade; or - reinvest most of their profit/surplus into the fulfilment of their mission.
Sustainable Job	Direct employment as a worker for a minimum of 26 weeks and 15 hours per week with the employment subject to the conditions of the National Employment Standards.



Term	Definition
Subcontractor	Subcontractor means any third party who is or would be engaged by the Contractor (whether as a supplier of labour, goods or services, or otherwise, and whether on-site or not) to enable the Contractor to perform any part of the tendered work, but excludes any employee of a Contractor
Total Procurement	Excludes procurement of a Specialist Subcontractor or Supplier.
Workforce	All workers employed directly or contracted by the Contractor or any Subcontractors inclusive of management and professional, technical and trade positions but does not include a worker directly employed by or contracted to any Specialist Subcontractor or Supplier.
Workforce Skills Development Training	Workforce training or development activity for employed individuals undertaking one or more Nationally Recognised Qualification, Skills Set or Units of Competency. It does not include training undertaken to comply with: any Statutory Requirements, professional standards requirements or any accreditation requirements; or any Approval that may be necessary for the commencement and control of the Works or the Project.

Table 2-4 Abbreviations

Abbreviation	Definition
AECG	Aboriginal Education Consultative Group
AIPP	Australian Industry Participation Plan
ARA	Australasian Railway Association
ARTC	Australian Rail Track Corporation
BEP	Bushfire Emergency Plan
BMP	Biosecurity Management Plan
BMSP	Biodiversity Management Sub-Plan
CCS	Community Consultation Strategy
CEMP	Construction Environmental Management Plan
CoA	Conditions of Approval
CSSI	Critical State Significant Infrastructure
DIDO	Drive-in Drive-out
DPHI	Department of Planning, Housing & Infrastructure
EOI	Expression of Interest
FIFO	Fly-in Fly-out
GTOs	Group Training Organisations
I2S	Illabo to Stockinbingal (the Project)
ICC	Indigenous Chamber of Commerce
ICN	Industry Capability Network
ICT	Information & Communications Technology
IMS	Integrated Management System
IPP	Industry Participation Plan
IR	Industrial Relations
IRPL	Inland Rail Pty Ltd
ITCC	Incentivised Target Cost Contract
JHG	John Holland Group
KPI	Key Performance Indicator
KRA	Key Result Areas
LALC	Local Aboriginal Land Councils
LGA	Local Government Areas
NSW	New South Wales
NSW ICC	NSW Indigenous Chamber of Commerce
PMT	Project Management Team
PPE	Personal Protective Equipment
PSR	Project Scope & Requirements
RDA	Regional Development Australia
RFT	Request for Tender
ROI	Registration of Interest

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Abbreviation	Definition
RSL	Returned Services League
RTO	Registered Training Organisation
SME	Small and Medium Enterprises
SOS	Social Outcomes Security
SPM	Senior Project Manager (also known as Project Director)
UMM	Updated Mitigation Measures
TAFE	Technical and Further Education
TAF	Temporary Accommodation Facility
TAF MP	Temporary Accommodation Facility Management Plan



3 Introduction

3.1 The Project

The Project is located in south-western New South Wales (NSW) in the Riverina region. Illabo is a small town located at the southern end of the alignment 16 kilometres (km) north-east of Junee in the Junee Local Government Area (LGA). Stockinbingal is situated at the northern end of the Project, approximately 20 km north-west of Cootamundra in the Cootamundra–Gundagai Regional LGA. The major towns surrounding the Project are Wagga Wagga, about 50 km to the south, Young to the north-east and Cootamundra to the east.

The Project comprises a new rail corridor that would connect Illabo to Stockinbingal (I2S). The alignment branches out from the existing rail line north-east of Illabo and travels north to join the Stockinbingal–Parkes Line west of Stockinbingal. The route will travel primarily through undeveloped land predominantly used for agriculture. The Project includes modifications to the tie-in points at Illabo and Stockinbingal to allow for trains to safely enter and exit the I2S section of Inland Rail. The alignment also crosses several local and private roads, watercourses and privately owned properties. Additionally, no major towns are located within the Project site between Illabo and Stockinbingal.

The Project will include a total extent of approximately 42.5 km, including 39 km of new, greenfield railway which will incorporate the following key features:

- Single track standard gauge on a combination of existing ground level embankments and within cuttings
- New bridges and road overpasses
- Crossing loop and maintenance siding
- New level crossings, stock crossings and upgrades to existing level crossings
- New major stormwater diversion and minor drainage works associated with installation and upgrades to culverts.

The Project will also include upgrades to approximately 3 km of existing track associated with tie-in works and construction of an additional 1.7 km of new track to maintain the existing rail network connections. Road upgrade works will also be undertaken to re-align approximately 1.4 km of Burley Griffin Way to provide a road-over-rail bridge at Stockinbingal. Re-alignment of Ironbong Road will also be completed to allow for safe sight lines. A temporary workforce accommodation facility will also be constructed to house the workforce for the duration of the Project. The location and key features of the Project are shown in Figure 3-1 and Figure 3-2 below.

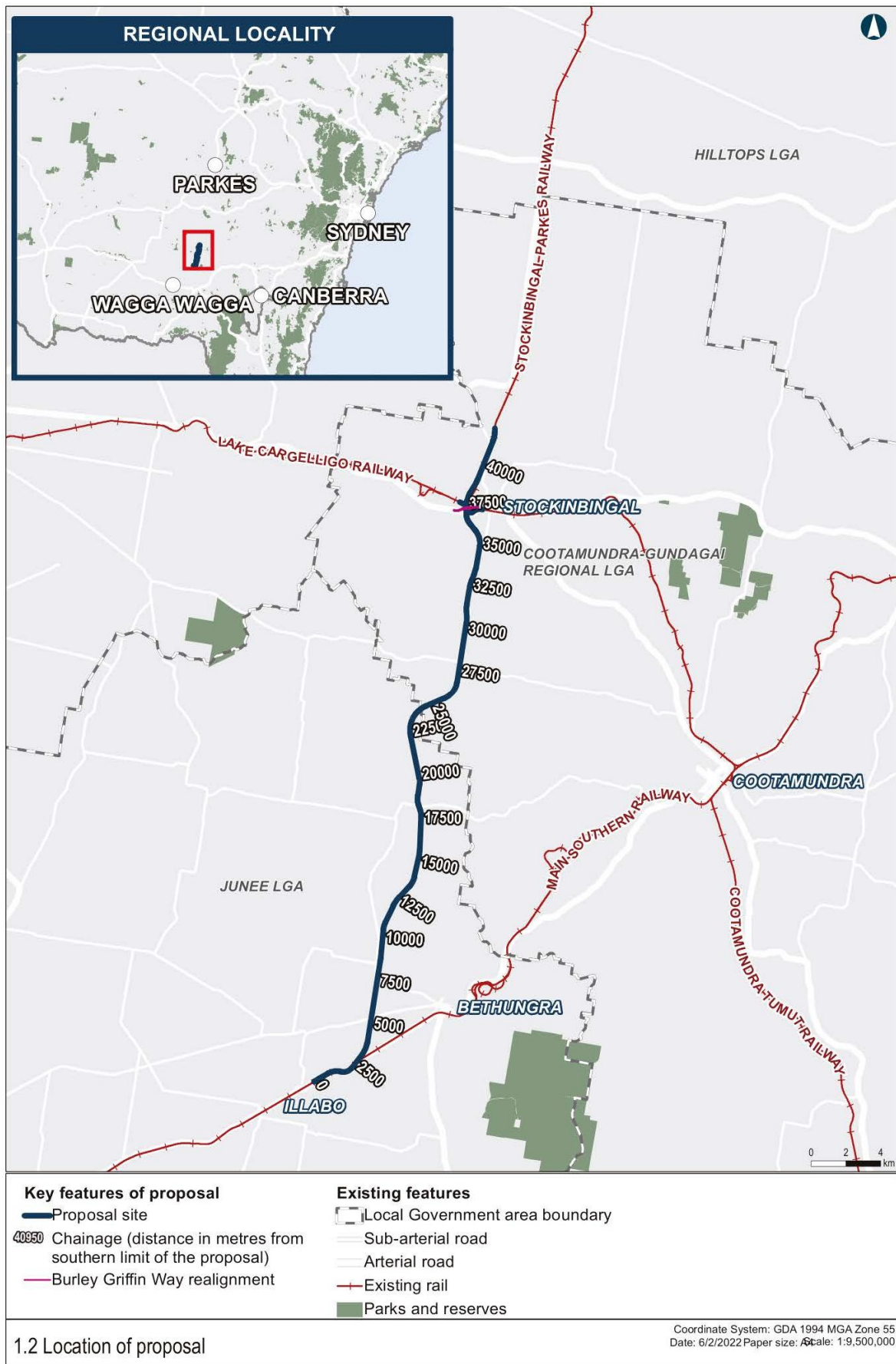


Figure 3-1 Location of the Project

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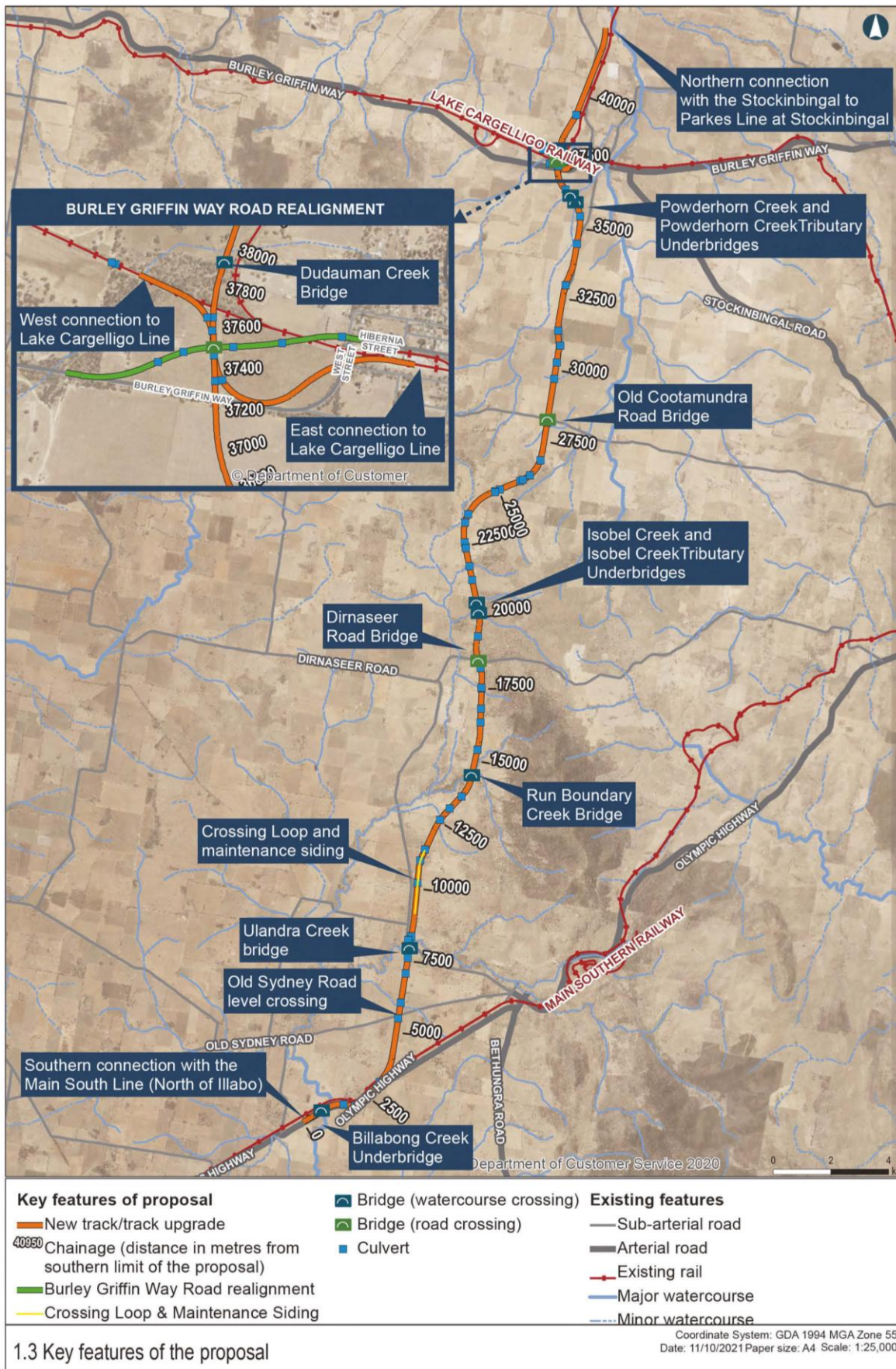


Figure 3-2 Key features of the Project

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3.2 Purpose and scope

This Temporary Accommodation Facility Management Plan (TAF MP) has been prepared in consultation with the relevant council (Cootamundra-Gundagai Regional Council) and emergency services. The plan has been endorsed by the Environmental Representative (**insert date**) and submitted to the Planning Secretary (**insert date**) for approval one (1) month prior to establishment. This TAF MP will be monitored, updated and controlled throughout construction of the Project.

This plan specifies how John Holland will:

- Identify the site layout including building locations and outdoor recreation areas, vehicle access, movement and parking, site servicing and utilities infrastructure
- Provide management and emergency provisions including staff roles and responsibilities, provision of security and paramedic staff required
- Develop measures to minimise noise and lighting amenity impacts on adjacent residents including limitations on use of outdoor recreation areas
- Development and implementation of a code of conduct and complaints mechanism which ensures fast and effective resolution to any issues relating to workforce use of accommodation.
- Identify arrangements for servicing the accommodation facility (including in terms of food, water, wastewater, waste collection, and cleaning maintenance)

This plan drives accountability within the John Holland (JHG) project team with a commitment to the implementation of actions that will ensure the TAF is effectively operated with controls and procedures that ensure potential impacts to the community, businesses and workforce are minimised.

3.3 Objectives

The objectives of this Plan are to:

- Ensure that the TAF is managed in a way that prevents negative social impacts to the local community, workforce and vulnerable people (including workforce and local community members)
- Seek to avoid or reduce upward pressure on local housing prices, rental costs and demand that may result from Project activities (as indicated by a rental vacancy rate of 3 per cent or less)
- Provide an accommodation solution for the non-local Project workforce
- Support the maintenance or improvements of access to affordable housing for the local community
- Avoid displacement of short-term accommodation users (tourists, business visitors, families and friends etc)
- Ensure that the Project workforce are accommodated in reasonable proximity to work sites
- Identify opportunities to provide potential long-term housing and accommodation legacy outcomes once the project is completed to ensure the market doesn't collapse when our workforce demobilises.

3.4 Key stakeholders

Key stakeholders relevant to this Plan include:

- Residents in proximity to the site (located on farmlands in vicinity to the TAF) and in the Stockinbingal township
- Local businesses throughout the region (within the Cootamundra, Temora and Junee LGA's)
- Project staff, workforce and sub-contractors
- Local suppliers
- Cootamundra-Gundagai Regional Council
- Emergency services (including Police, Ambulance, RFS, SES and Fire NSW).

Further details regarding the interface and management of the TAF associated with these stakeholders have been included in Section 4.4.4.1 and Section 3.5 of this Plan.

3.5 Consultation & engagement

The following consultation and engagement activities have been undertaken to assist in the preparation of this Plan.

3.5.1 Agency consultation and engagement

In accordance with CoA A18 of the Infrastructure Approval (CSSI-9406), this Plan has been prepared in consultation with the relevant council and emergency services. Following the completion of the TAF risk assessment (Section 7 and Appendix C), JH has determined that the following councils and emergency services require consultation based on waste management, traffic and potential road impacts.

- Cootamundra Gundagai Regional Council – the TAF is located within the Cootamundra Gundagai LGA
- Emergency services (NSW Police, Ambulance, Fire NSW, SES and RFS).

In accordance with CoA C10, feedback has been incorporated into this Plan from consultation undertaken by JHG and a Consultation Summary Report which summarises the consultation with the above agencies has been prepared and provided in Appendix E.

3.5.2 Community consultation and engagement

This Plan has been developed with consideration of local community groups and residents. The engagement in preparation for operations at the TAF has been captured primarily as part of the development of the Social Impact Management Plan- SIMP (Condition E109 of the CoA), the relevant findings from the SIMP consultation has been incorporated into this Plan as well as documented in the SIMP which include:

- Consideration of wellbeing for the community in Stockinbingal and Cootamundra
- Opportunities for employment and servicing at the camp
- Providing access to residents at the camp transport into/out of Cootamundra and other locations (e.g. Temora and Stockinbingal).

In accordance with UMM ASE-2, JHG have engaged with Murrumbidgee Primary Health Network as part of the SIMP engagements which provided information on the proposed TAF operations with feedback the group incorporated into this Plan. Local medical services will continue to be consulted by JHG throughout the operations of the TAF.

4 TAF overview

4.1 Project approach to workforce accommodation

As part of the Project recruitment strategy, JHG is targeting local employees, workforce and sub-contractors to deliver the project. Given the availability of staff in various roles and in accordance with fatigue management requirements, all personnel who do not have homes within an hour's drive of the Project, will be required to stay in temporary accommodation.

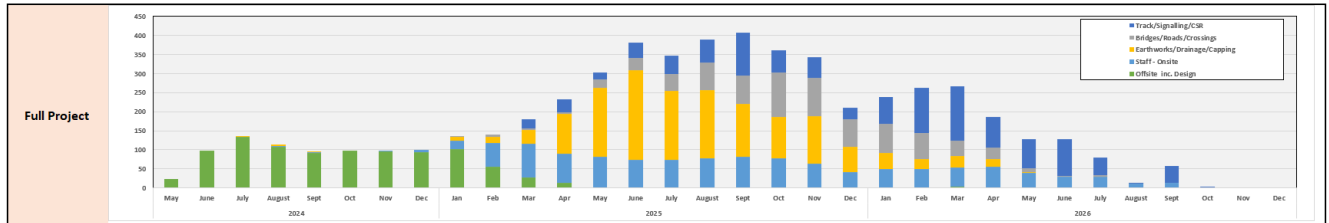


Figure 4-1 Indicative staff histogram (Illabo to Stockinbingal workforce)- JHG 2025

Utilisation of the new temporary camp for the approximate 350 temporary workers (peak) will minimise impact on local rent prices, noting too that there currently are vacant rental properties in the area.

Construction of a dedicated temporary accommodation facility for the Project will prevent any destabilising impacts on the local housing market resulting from rapid escalation from a temporary increase in population and will drive substantial spending on goods and services through the economy. In addition to the temporary construction workforce, there will certainly be other visitation to the area for the purposes of the project, and these visitors are likely to take up accommodation in regular Cootamundra short-term accommodation such as motels.

The temporary accommodation facility (TAF) will provide a peak 350 bed capacity. The TAF will be operated utilising local and Indigenous labour and trades where possible to ensure optimisation of employment opportunities for the region which is John Holland's key priority.

4.2 Site Location and Description

The TAF is located north of the township of Stockinbingal which is located within the Cootamundra-Gundagai Regional Council local government area (LGA). The TAF site is located within Lot 1, DP1093937 and covers an area of 7.7ha and is bounded by the Stockinbingal to Parkes railway along its western boundary and Grogan Road along its eastern boundary (see Figure 4-2). The land on which the TAF is located is zoned as RU1 Primary Production under the *Cootamundra Local Environmental Plan 2013* and is cleared rural land used for grazing. The TAF site is privately owned and has been leased by the Project as detailed in Section 3.1 of the EIS, Appendix I.



Figure 4-2 TAF location and indicative boundary

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4.3 Site layout and features

The TAF is laid out in the following manner as shown in [Figure 4-3](#) and Appendix A. The layout consists of the following structures/ features described in Table 4-1:

Table 4-1 Key TAF features and services

Feature	Description	General service requirements
Office/Retail Shop	Facilities for guest check in and the retail shop shall stock basic individual comfort items such as toiletries, phone cards, stamps, snacks, stationery and the like	Daily: • Sweep and mop floor areas
Kitchen/Dining	Freezers, cool rooms, defrosting areas, dry goods stores, food preparation areas and dining areas	Each service: • All tables and chairs are cleaned and damp-wiped with detergent during and after each service. • Bench tops, display counters, drink dispensers, toasters, urns, tray slide, cutlery containers and all other dining room utensils and equipment shall be thoroughly cleaned and sanitised after each meal period and maintained in a clean condition throughout the meal period • All kitchen appliances such as grillers, deep fryers, stoves and ovens are to be cleaned after each use • Floors shall be swept and mopped Weekly or as required: Filters and grease channels cleaned
Accommodation	• 352 beds at peak construction with inclusions including: • Bed • En-suite bathroom • Air conditioning • Desk and chair • (this will be available in rec room/kitchen) • Refrigerator • Wireless internet • Flat screen TV	1x Full Room Service Per Week: • Making the bed and changing the bed linen, towels and bathmat. • Sweeping and mopping vinyl and tile floors. • Spot-cleaning of the interior wall surfaces as required. • Cleaning, sanitising and deodorising ensuite bathrooms. • Emptying, cleaning and sanitising of sanitary napkin disposal bins. • Clean or replace shower curtain (weekly as a minimum or as required). • Dusting and wiping all furniture, fittings and fixtures. • Cleaning windows as required (at a minimum monthly). • Mattress turned (at a minimum monthly). • Emptying, cleaning and relining waste bins. • Cleaning the air-conditioner filter weekly or in accordance with the manufacturer's specifications and approved by the D&C Contractor. • Cleaning the exterior of the refrigerator (weekly). • Applying air freshener to the room. • Sweeping the veranda and maintaining the

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Feature	Description	General service requirements
		surrounds in neat and tidy condition. • Launder or dry clean curtains (as required or at a minimum six monthly; and • Ensure each room has at least two (2) spare toilet rolls.
Ablutions building	Toilet facilities for staff and visitors	Daily: • Sweep and mop floor areas – daily and as required. • Clean all wall surfaces and mirrors – daily and as required. • Clean and sanitise hand basins, shelves, benches, water closets, urinals and shower stalls – daily and as required. • Supply paper towelling, toilet paper, liquid soap, air freshener and urinal tablets – daily and as required. • Empty, clean and reline waste bins – daily and as required. Weekly or as necessary: • Clean doors, windows, vents, surrounds, ceilings and light fittings – weekly or as necessary.
Gym	Various weights and cardio equipment	Daily: • Sweep and vacuum of floor areas • Sanitisation of all surfaces
Recreation room and wet mess	Pool tables, dart boards, TV seating area, tea and coffee making facilities including wet mess servery	Daily or as required: • Sweep and mop floor areas – daily and as required;
Laundry	Washers and drying facilities	Daily: • Sweep and mop floor areas – daily and as required. • Clean all wall surfaces and mirrors – daily and as required. • Clean and sanitise hand basins, shelves, benches, water closets, urinals and shower stalls – daily and as required. • Empty, clean and reline waste bins – daily and as required. • Clean washing machines and dryers – daily or as required; and • Clean laundry troughs and ironing benches – daily or as required. Weekly or as necessary: • Clean doors, windows, vents, surrounds, ceilings and light fittings – weekly or as necessary.
First Aid	First aid facilities, desk, and chair	Daily: • Sweep and mop floor areas – daily and as required.
Linen room	Shelving for linen storage	As required, sweep, mop, dust



Feature	Description	General service requirements
Security building	Desk and chair	Daily: • Sweep and mop floor areas
Communications building	Shelving for Wi-Fi, Cable TV and free to air system head ends	As required: • Sweep and mop floor areas • Dust
Refuse storage	Container	Maintain in tidy manner as required
Walkways	Concrete and decking walkways	Maintain in tidy manner as required
Change rooms	M/F Shower facilities	Daily: • Sweep and mop floor areas • Clean and sanitise hand basins, shelves, benches, water closets, urinals and shower stalls
Locker building	Individual locker storage facilities	As required: • Sweep and mop floor areas • Dust
BBQ area	Outdoor BBQ facilities	Maintain in tidy manner as required
Outdoor recreation area	Outdoor BBQ facilities	Maintain in tidy manner as required
Smoking area	Smoking facilities including smoking bins and seating	Maintain in tidy manner as required
Sewage treatment plant	Class A Eco-Farmer	OEM standard
Water disinfection unit	Potable water disinfection unit	OEM standard
Power generators	3x 500 Kva (one prime, one stand-by and one back up emergency generator)	Serviced every 250 hours approximately
Bus pick up area	Two coach parking bays	NA
Car park	250 sealed car parks, with unsealed overflow for an additional 100 vehicles.	NA

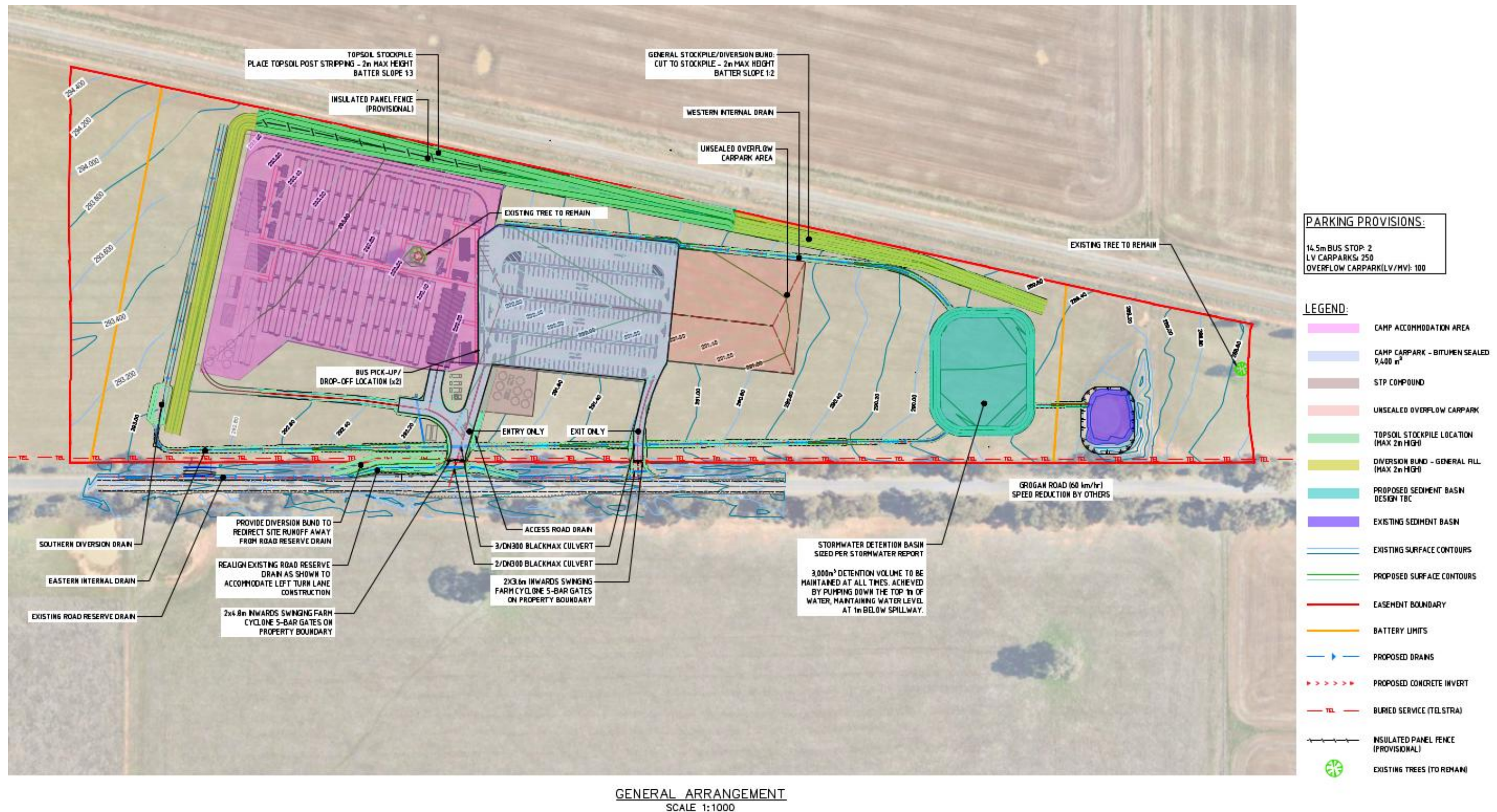


Figure 4-3 Site layout



4.4 Design considerations

The TAF has been developed and will be operated in a manner that mitigates potential impacts to nearby sensitive receivers and provides a level of service and facilities consistent with the requirements outlined in the Project Environmental Impact Statement (EIS) and CoA. The overall design and layout are provided in Appendix A for reference during operations. Specific aspects of design and how these will be implemented and maintained are detailed below:

4.4.1 Environmental risk

To ensure that the TAF operates in line with the requirements of the EIS, CoA, Project CEMP and associated Management Plans, the following matters have been considered in detailed design and operation of the TAF:

4.4.1.1 Noise

Noise mitigation measures for operation of the TAF will be consistent with the measures outlined in the Noise & Vibration Management Plan (NVMP). The location of the noisiest plant and equipment onsite (the power generators) have been located behind the accommodation buildings and are over 500 metres from the nearest sensitive receiver located to the north-east of the TAF.

In addition to noise of plant and equipment, the following rules will be in place during TAF operations and are captured in the Village Rules outlined in Appendix B. Other considerations associated with reducing noise in the design and operation of the TAF include:

- Delivery servicing is limited to the work hours 7am to 6pm Monday to Saturday
- Outdoor recreation areas of the accommodation facilities can only be used between 7.00am and 10.00pm daily
- A noise curfew will be in place to support the reduction of noise and lighting impacts
Maintenance works (unless essential) will be restricted to the hours of 7am to 6pm Monday to Saturday.

4.4.1.2 Lighting

In accordance with UMM ABD-2, measures to minimise light and amenity impacts including limitations on use of outdoor recreation areas as described above will be implemented. Car park lighting has been designed as category P3 which is designed to comply with Australian Standards (AS1158). To reduce glare and light spill towards Grogan Road and to the south at Stockinbingal. All security lighting will be faced downwards, and will be designed to minimise impact to local wildlife

Due to the remote nature (rural setting) of the accommodation site, the lighting to ensure compliance with standards will obviously be higher than prior to establishment of the camp. Where possible the installed lights have been positioned to face away from adjacent properties as much as practicable.

4.4.1.3 Air Quality

All trafficable area within the TAF have been sealed to reduce potential dust impacts with landscaping incorporated around the buildings to ensure potential dust emissions are reduced as much as possible.

Water captured from the stormwater detention basin and STP will be re-used onsite for vehicle washdown and dust suppression on a regular basis. The general mitigation measures for air quality at the TAF are consistent with the construction Air Quality Management Plan (AQMP).

4.4.1.4 Traffic & Transport

Two road connections are provided (one in-one out) for TAF access via Grogan Road. The location of these entry/exit points have been selected to ensure that no vegetation was removed during TAF establishment (as required by UMM ABD-1).

Parking has been provided for the following groups:

- Car parking for private vehicles (visitor and resident light vehicle parking)
- Parking for buses

- Pick up, drop off points for buses.

In accordance with UMM AT-6, access to and from the TAF has been designed to cater for a 19m semi-trailer which is expected to be the largest vehicle to access the site during operations. The coach/ bus and service vehicles (12.5m) can also access the site and are within the turn path bounds of the larger 19m semi-trailer.

The swept paths prepared in the design of the TAF have been provided to Council under a section 138 application for their information and endorsement.

The car parking layout has been designed with bay dimensions of 2.65 metres wide by 5.4 metres long, with a minimum aisle width of 6.5 metres measured between the ends of opposing parking bays. The bay width accommodates the typical mix of vehicles associated with workforce camps, such as site-based utility vehicles (Utes), and four-wheel drives.

The camp is designed to accommodate 350 personnel, with the EIS originally adopting a 1:1 car parking ratio, assuming one car space per bed. Based on the experience of the facility management team and observations from comparable projects, the actual car parking demand typically ranges from 50% to 75% of camp capacity, depending on the workforce mobilisation method (e.g. drive-in/drive-out, fly-in/fly-out, or bus-in/bus-out).

To accommodate potential peak demand or additional oversize vehicles, an overflow car parking and oversized vehicle area has been provided adjacent to the sealed car park. This area can cater for an additional 100 vehicles, ensuring flexibility during shift changeovers or unforeseen demand increases.

4.4.1.5 Fire and Bushfire

The TAF has been designed to be compliant with Building Code of Australia and as such ensure no building has a gross floor area exceeding 500 m². This has been designed to ensure adequate fire hydrant coverage or the need for additional installation of fire hose reels. The maximum distance between the accommodation and core facilities is also compliant with BCA requirements. Fire extinguishers are installed on each accommodation building along with each room having smoke alarms.

The TAF has also been designed to ensure compliance with the NSW Planning for Bushfire Guidelines 2019. A Bushfire Assessment has been prepared to inform the Bushfire Emergency Plan as per E120. Key features of the TAF that are required to be retained during operations associated with bushfire from this assessment and discussions with the RFS and Fire NSW include:

- Maintenance of a ring road around the perimeter of the TAF for access in an emergency
- Retention of a 50 metre Asset Protection Zone (APZ) between all habitable buildings and Category 3 bushfire prone lands
- Installation of 6 x 30,000 litre water tanks at the habitable buildings with adequate storage and retention of water for firefighting purposes (provision of potable water at these tanks will provide adequate pressure and supply in an emergency event)
- Ensure that appropriate firefighting equipment is available in accordance with AHR-1 (fire extinguishers are installed across every building onsite)
- Installation of a 3-metre length hard line 70mm suction hose at the potable water tanks for use by the Fire Bridge or RFS in the event of a fire.

These control measures are further detailed in the Bushfire Emergency Plan (BEP) and will be required to be maintained for the life of the operations of the TAF.

4.4.1.6 Biodiversity

In accordance with ABD-1 the existing vegetation is noted as a Plant Community Type (PCT) associated with PCT 76 (Western Grey Box grassy woodland) which has been marked as a no-go zone on the Site Environmental Plan (SEP). No vegetation is permitted to be removed, and a no-go zone will be installed for the life of the operations of the TAF. Perimeter fencing has been incorporated around the TAF as required by UMM ABD-3 to ensure protection to vegetation to the east, north and south of the site.



Management of unexpected finds for fauna identified within the TAF will be managed in accordance with the Biodiversity Management Plan (BMSP). Rehabilitation of the site will be managed in accordance with the UMM BD-8 and in accordance with the BMSP.

4.4.1.7 Soil & Water

An Erosion and Sediment Control Plan (ESCP) has been developed during the site establishment phase and will be implemented for the duration of operations at the TAF. The ESCP and general stormwater arrangement has been designed to ensure:

- Overland run-off from the southern boundary is bypassed around the TAF into the farm dam located to the north of the site
- Water is captured and stored onsite for re-use after rain events (UMM AH-6)
- Landscaped areas around accommodation facilities allow for absorption of rainfall where possible (UMM AHF-1).

Onsite stormwater management includes a detention basin in the northern area of the site that captures all runoff from buildings and parking lots via sheet flow and open swales. This approach, paired with sedimentation controls, provides a large catchment for re-use during construction. Collected water in the 8,200m³ basin exceeds the required 3,000m³ for 80th percentile 5-day design events, thus manages above minimum requirements and meets the requirements of UMM AHF-2 and AHF-4 and ensures that stormwater from the carpark can be managed effectively in the event of a 10% AEP event. In accordance with Flood Emergency Management Plan, a 10% AEP event equates to 82mm rainfall depth in a 24-hour period. The size of the catchment and available storage at the detention basin will allow for sufficient storage of water in accordance with this UMM (5670m³ storage required). It is noted that the ESCP provides for water from the southern paddock to bypass the TAF and drain into the existing swale on Grogan Road and the existing farm dam to the north (as per UMM AHF-3).

Water from the basin can be pumped back for storage in site tanks and used for construction purposes like dust suppression and in construction earthworks along the alignment. To maintain sufficient detention capacity for future rain events, the basin's water level must be kept at least 1m freeboard below the overflow point after rainfall, with the option to fully extract water for onsite use as required. This design ensures effective stormwater management and adequate capacity during critical rainfall event.

4.4.1.8 Heritage

There are no anticipated impacts or interface with Aboriginal or Non-Aboriginal heritage at the TAF. TAF residents will be required to undertake a Project induction which identifies local heritage items (particularly within Stockinbingal) and safe working distances required during construction.

It is noted that the Cultural Values Plan (CVP) which is required by Condition E133 of the CoA has identified opportunities to incorporate local indigenous elements into the operation of the facility. Opportunities that are currently being investigated include:

- Dual naming signage for roads, rooms and buildings
- Information posters and training material available for residents
- Incorporation of social/focal points (i.e. yarning circle).

Implementation of initiatives that are captured in the CVP will be incorporated into this Plan in future revisions (where these relate to the ongoing operations of the facility) once agreed with knowledge keepers on the process and content for implementation.

4.4.1.9 Waste management

As per the requirements of UMM AW-1, the TAF has been designed to operate with waste facilities for holding general solid (non-putrescible) waste for disposal at a licensed facility. The location for storage is shown in the layout drawings above and further detailed in the designs in Appendix A.

Receptacles will be provided across the TAF with storage of dedicated rubbish bins for the following waste types:

- General waste

- Paper and cardboard.

In addition to general solid waste, biosolids that are captured in the Sewage Treatment Plant (STP) will be contained within separate dedicated storage tanks connected to the STP. These tanks will be pumped out on a regular basis for offsite disposal and transported and disposed of at a suitably licensed waste management facility.

To ensure that the TAF will operate in accordance with all project requirements, the mitigation measures detailed in the construction Waste Management Plan will be implemented.

4.4.1.10 Visual amenity

In accordance with Condition C10, consideration of visual screening requirements has been undertaken in the TAF design. A natural vegetation screen is retained along the eastern boundary of Grogan Road with an existing vegetation screen to the nearest sensitive receiver (approx. 450 metres from the TAF boundary).

Amenity buildings such as the gym and recreation area have been designed into the southern boundary to face the township of Stockinbingal. Visual impacts from the TAF have been considered as low-negligible based on the assessment provided in the EIS workforce camp assessment. The JHG community and stakeholder engagement team will continue to communicate with the nearest sensitive receivers (north-east on Grogan Road and south-east on Racecourse Lane) during operations to confirm that visual screening is retained and effective with corrective actions to be discussed and implemented with these receivers where required.

4.4.2 Crime Prevention Through Environmental Design (CPTED)

The workforce facility has been designed with Crime Prevention Through Environmental Design (CPTED) principles to ensure a safe and secure environment for all residents as required by Condition E111. CPTED leverages environmental design to deter criminal behaviour, enhance safety, and promote a sense of community. The camp's modular layout, absence of dead ends, and emphasis on clear, visible lines align with CPTED's core strategies: natural surveillance, access control and maintenance. This section outlines how these principles are integrated into the camp's design.

The camp's layout prioritises clear sightlines to maximise visibility across the site. The modular design ensures open pathways and communal areas with unobstructed views, reducing hidden spaces where illicit activities could occur. By eliminating dead ends, the design prevents isolated areas, allowing residents and security personnel to observe activities naturally. Strategic placement of lighting enhances visibility during nighttime, further supporting continuous monitoring of the environment.

Ongoing maintenance is integral to the camp's CPTED strategy. The modular design facilitates regular upkeep, ensuring that pathways, lighting, and communal areas remain in good condition. A well-maintained environment signals active management and deters potential offenders by demonstrating that the space is cared for and monitored. Regular inspections and resident feedback mechanisms support the continuous application of CPTED principles.

By incorporating CPTED principles, the temporary workforce facility creates a secure, welcoming, and functional environment. The modular layout, clear sightlines, and absence of dead ends enhance natural surveillance, access control, territorial reinforcement, and maintenance. These design choices not only deter criminal activity but also promote a sense of community, ensuring the camp remains a safe and supportive space for all residents.

Given the measures implemented above as well as the provision of site security during the nighttime periods during operation, the site is not proposing to install CCTV as part of the operation of the facility. This will be reviewed during operations in the event of a complaint, incident or hazards raised with the effectiveness of the measures described above.

4.4.3 Social impact considerations

The Social Impact Management Plan (SIMP) provides a framework for mitigating and managing the potential social impacts and benefits during the construction and operation of The Inland Rail - Illabo to Stockinbingal (I2S) Project. The SIMP details consultation undertaken to understand the social impacts



surrounding the camp facility and operations and details mitigations that will be implemented for the duration of the Project (including social targets that will impact on TAF operations), these include:

- Targets for local employment including roles involved in operating the camp
- Targets for local procurement including services and supply for the camp operations
- Implementation of wellbeing initiatives and programs to the broader construction team
- Providing onsite health and wellbeing support to ease pressure on local health providers.

The I2S Project have set up a Wellbeing Committee that will lead initiatives that support workforce wellbeing. The committee is open for all workforce to join and raise initiatives and activities. The Wellbeing Committee has a standing agenda item in project bi-weekly Toolbox talks where they can raise awareness and communicate upcoming events or activities. Further information on how the Project will continue to communicate these initiatives and monitor wellbeing are captured in the SIMP and in Section 5 below.

Construction workers will be encouraged to access Cootamundra-based services. The project will be compiling a welcome aboard package, and this will include a list of all the services in Cootamundra, Stockinbingal and Illabo. JH will also have a 3-month lookahead calendar of all the events in the local council areas that the Wellbeing committee will be compiling and sending out to all TAF Residents.

4.4.4 Utilities

4.4.4.1 Sewage Treatment Plan

A Twin Train Ecofarmer 250 wastewater treatment system is proposed capable of the following results:

The average daily inflow to the system is 100,000 litres, as a result – each system has a maximum design EP of 250 persons @ 200 litres per person per day, or 200 ep @ 250 litres per person. Hydraulically, each system is capable of a nominal 50,000 litres per day – and has the biological capacity to treat up to 250 persons. In total, both trains are biologically capable of treating 352 people.

The intent of the project is to use the Class A treated effluent for construction re-use purposes throughout the project. In addition to the above Sewage Treatment System – a Class A polishing package will be provided for the site – capable of treating 100 kl per day comfortably of Class B treated Effluent – and ensuring the final polished fluid meets Class A disinfection requirements for the project.

4.4.4.2 Potable Water

Water connection to site is via a 75mm poly direct arrangement through Goldenfields Water via water meter. The private water service runs approximately 500 metres through the subject property to the rear the accommodation site. The water authority has agreed to provide a trickle feed at 2 litres a second which is proposed to be onsite above ground storage tanks. From these tanks the water will be -re-pressure and connected to the camp.

4.4.4.3 Communications

A Village Entertainment System (VES) will be installed including Ruckus Managed Network to provide wi-fi to all accommodation and group viewing areas. The camp wi-fi will be operated using a Starlink Camp Data Package including 6x Load Balanced Starlink Services. Other services in the TAF for residents include:

- Free to Air TV distribution system will be provided to all accommodation rooms and group viewing areas.
- Cel-Fi 4G Boosters will be provided for Wet Mess/Rec Room.

Consideration of Condition E116 has been made for the development of communications at the TAF in design. The provision of a temporary solution for use at the facility is considered the most feasible approach for servicing the TAF with upgrades to the current infrastructure. Given the timeframe for operation of the facility and the costs, additional approvals and timing and scale of implementation of infrastructure required to install a permanent solution, to upgrade communications, this was not considered feasible for the Project to undertake.



4.4.4.4 Power

Power supplied by 3x 500 Kva generators, 1 prime generator, 1 standby generator and 1 emergency backup generator. Before connecting the generators to the load, they are synchronized to ensure that the generators share the load evenly and operate smoothly together.

Further information regarding the operation of these generators is provided in Section 5.3.2.

5 Site Operations

5.1 Servicing arrangements

The general facility and servicing activities outlined in Section 5, will be managed by the facility management team (QCV). The roles and responsibilities associated with this site facilities team are further outlined in Section 7.1 with this section providing an overview of general operations across the TAF.

The provisions and anticipated frequency and timing of servicing including food and water deliveries and waste and wastewater collection at the TAF are as follows:

Deliveries

Food deliveries will be scheduled for one- two times per week depending on type of consumable and capability of supplier.

Deliveries will include:

- Meat & Poultry
- Fruit & Vegetables
- Dry goods, commodities & frozen Goods
- Cleaning chemicals and consumables.
- Bakery Items
- Facilities maintenance supplies and hardware

Waste Removal

A registered third-party waste and recycling contractor (to be engaged by JHG) with a planned frequency of 2 collections per week.

Waste to be stored on site in lidded skip bins until collection in the designated receptacle area as per the general site layout and drawings attached in Appendix A. Bins will be provided for general waste, paper and cardboard as part of this collection.

Accommodation

Accommodation rooms will be serviced daily and weekly as described in Section 4.3 and on departure.

Rooms will be serviced to the following standards:

- Bed linen stripped, sent off site for laundering by a commercial steam laundry and replaced with fresh linen.
- All furniture dusted and sanitised,
- Bar fridge cleaned and sanitised with freezer defrosted as required.
- Bathrooms cleaned and sanitised.
- Floors swept and mopped.
- AC Filters inspected and cleaned as required.

Catering Facilities:

A cleaning schedule compliance with the requirements of The Food Standard 3.2.2 Food Safety Practices and General Requirements will be implemented and maintained.

Catering facilities will be cleaned daily and kept in a clean, safe and hygienic manner at all times during village operation.

Dining rooms & kitchens will be serviced to the following standards:

Daily & during operation

- All dining room tables, and service areas cleaned and sanitised during and at the conclusion of each service period.
- Benches and food preparation areas cleaned and sanitised.
- Food preparation equipment cleaned and sanitised.



- Food storage areas tidied, cleaned and sanitised.
- All floors including dry & cold stores swept and mopped.
- Waste removed from food preparation areas.
- All soiled cutlery, crockery & food preparation equipment washed progressively throughout the operational period.

Periodically on a weekly / monthly / quarterly cleaning schedule as appropriate.

- Emptying of grease trap
- Cleaning of kitchen extractor system including filters, gutters & flues,
- Deep cleaning of food preparation and storage areas including walls, windows, doors and hard to reach places.

Maintenance

A full time suitably qualified and experienced maintenance person will be assigned to the project. General qualifications for these staff and other facilities representatives have been provided in Section 7.2 below. Maintenance will be conducted daily, and duties will be of a nature expected for general facilities maintenance including basic carpentry, plumbing, electrical and carpentry. Specialised tradespersons will be engaged as required for works requiring specialist skills.

Local suppliers will be reviewed for suitability capability and commercial viability with a preference to use local suppliers where practical.

5.2 Management and emergency services provision

The TAF will be managed and appropriately staffed to minimise amenity and social impacts associated with the running of the accommodation facilities, both within and outside of the accommodation facility. Management of the TAF will be conducted by the subcontractor SIRROM Facilities Management Pty Ltd. Provision of workforce with specific tasks that are to be fulfilled at the TAF include:

- Managers & Chefs will hold suitable Hospitality Management experience.
- A food safety supervisor will be appointed to the project as required by *Food Act 2003*
- Security staff will be on site during evening and after hours by JHG
- General duties of the security staff will be patrol, crowd management & incident response
- Paramedic staff will be suitably qualified and registered.

Further information on the requirements for staff roles and responsibilities is provided in Section 7.2 and Appendix C of this Plan.

5.3 Operation of utilities

5.3.1 Sewer

The STP will be operated by dedicated staff managed by the TAF facilities manager. The operation of the system will be undertaken in accordance with the schematics as shown in Appendix A with maintenance of the system to be undertaken in accordance with the Operational Equipment Manufacturer (OEM) specifications.

Waste water quality and operation of the STP will be undertaken in accordance with requirements provided by Cootamundra Gubdagai Regional Council in the Section 68 approval for plumbing and drainage.

5.3.2 Power

Three generators will be linked and operational to provide power at the TAF. One generator will operate continuously to provide power for all buildings and services onsite. A backup generator is linked to the primary generator to ensure that power is retained in the event of an unexpected shutdown or emergency.



A third back-up generator is also in place and connected to the two primary plant in the event of further unexpected shutdowns.

Maintenance of this equipment will be in accordance with OEM specifications and captured in Appendix A.

5.3.3 Water

Potable water is provided to the TAF via a connection to the Goldenfields water main. Potable water will be managed off the main connection at the southern end of the site and distributed around the TAF to each building.

The Section 68 will be implemented by the facilities team as approved by CGRC. This Section 68 will encompass approval for all internal connections and operations associated with plumbing and drainage for additional water use. Additional water includes treated water from the STP which will be stored separately in tanks (as shown in the STP schematics in Appendix A).

Stormwater will be captured during operations by the following structures:

- Tanks at each habitable building (to be retained for bushfire emergencies in line with the requirements of the Bushfire Emergency Plan and RFS Guidelines) will be utilised for water captured from the roof of camp buildings
- The detention basin (to be re-used as dust suppression and earthworks during construction along the alignment).

Treated water from the STP will also be re-used for dust suppression and grey water uses will be undertaken in accordance with the Section 68 approval from council.

5.3.4 Telecommunications

As described in Section 4.4.4.3 above, wi-fi services will be provided during operation of the TAF as well as free to air television within each room. There will be quarterly onsite maintenance trips to maintain these services (6 Trips over 18 Months).

5.4 Site security

Onsite security has been engaged by JHG for the duration of the TAF operations. This service will be provided by a suitably qualified 3rd party and be in place during evening and nighttime hours. The phone number for this service will be provided to staff and visitors upon on notice boards in the TAF public areas.

5.5 Medical aid

In accordance with Condition E112, JHG will ensure the services of a paramedic to operate at the TAF and across the Project alignment for the duration of construction. This paramedic service will be on the alignment and available at the TAF as required.

JHG have also provided staff on the Project with First Aid training and will maintain competency with First Aid requirements throughout the Project. This training will be provided regularly to ensure a coverage of First Aiders across the alignment and within the TAF across each shift roster.

In addition to the first aid services, parking will be provided for ambulance access in the event of a patient requiring transfer to a health facility.

5.6 Traffic and transportation

Traffic management arrangements



The accommodation camp will be accessed from Grogan Road via an entry and exit driveway to promote one way traffic movement through the site. Grogan Road currently has a speed limit of 100 km/h, which reduces to 80 km/h near a level crossing located approximately 600 metres north of the camp.

Following consultation with Council, the speed limit along the project frontage will be temporarily reduced to 60 km/h for the duration of the works. As part of the works, existing signage will be removed and replaced with updated signage reflecting the revised speed limit to remain in place during operations.

Dedicated bus parking has been incorporated into the layout to support the bus-in/bus-out operation. The design allows for two coach parking bays, functioning as both drop-off/pick-up zones and overnight parking as required. These can also be used for minibus pick and drop off at morning and afternoon when going and coming from site is not expected to occur concurrently as roster changes when the coach will go to major centres.

Travel to/from the construction site

4 x 12-seater minibuses will be used daily to transport workers between the camp and the construction site. The remaining personnel are assumed to travel using light vehicles, such as 4WDs or similar, with an average occupancy of four persons per vehicle.

Travel to/from the TAF after the scheduled roster

JHG will provide the mini- buses described above for transporting workers to/from the TAF after completion of the final rostered day to catch public transport home to their normal place of residence. Buses will provide pick up/drop off services for staff in Cootamundra (to catch the train or coach) for staff returning to Sydney, Melbourne or elsewhere.

5.7 Communications

5.7.1 Communications with facility residents

The Project will communicate in several ways with residents at the camp for the duration of operations. These communications will be regular and frequent for day-to-day updates as well as more detailed information provided in welcome packs and inductions when staff first arrive onsite. Further information on these types of communications is detailed below.

5.7.1.1 Day to day communications

Day to day communications will be provided via public forums (e.g. community notice boards, camp kitchen etc) with information regarding activities or key project information provided each day. Project related information related to the camp will also be available at site offices and communicated via the construction team.

5.7.1.2 Welcome pack for staff

Staff who will be working on the project on a FIFO/DIDO roster, or those that will be relocating, will be provided with a 'welcome pack' of information promoting the Local Area. This will include:

- facts and figures about the towns they will be working in as well as promoting some Local Businesses
- key community events to encourage participation.
- Information about what to expect living and working in rural areas and how to get familiar with and part of the region (particularly for people coming from metropolitan areas).

JHG will engage with Local Businesses and will encourage a "buy local" philosophy to encourage our staff to support Local Businesses.

The welcome pack will also include guidelines on appropriate behaviour and will reiterate the expectations of I2S staff working within these communities.



5.7.1.3 Employee behaviour guidelines and expectations

Upon arrival and during operation of the TAF, the Project team will communicate clear expectations about appropriate behaviour to all employees concerning the requirement to be good neighbours and members of a local community.

In addition, all John Holland employees, whether that be director, officer, or people working under contract, will adhere to the Code of Conduct.

The Project Code of Conduct will be provided in the Project induction to all staff prior to arriving onsite and is available online via the link below:

[Illabo to Stockinbingal Workforce Code of Conduct - Inland Rail](#) Where a Project employee breaches any of the Code of Conduct, (regardless of whether the breach was committed on a work site, in a local town or community, in the vicinity of a work site, in the accommodation village, travelling to and from work, on a lease area, or during travel to and from a project team member's point of hire), the employees site, project and accommodation access may be revoked and the matter shall be investigated and dealt with by the employing Contractor / Subcontractor in line with their disciplinary procedures.

In addition, project inductions attended by all staff, Workforce and subcontractors, incorporate a community and stakeholder engagement component, including guidelines about behaving respectfully and considerately toward our neighbours and the local communities we live and work. In Communication procedures with emergency services

In the event of a severe weather event (i.e. storms, flooding, bushfire etc) the Project team will engage with agencies and emergency services as per the requirements of the following emergency management plans required as part of the Conditions of Approval (separate documents to this plan and are not attached). All other emergency notifications will be undertaken in accordance with the site emergency response plan attached to this Plan

- Flood Emergency Management Plan (C24)
- Bushfire Emergency Plan (E121).

5.7.2 Local community consultation

Where further information or notification is required to the local community and stakeholders such as Cootamundra Gundagai Regional Council, these groups and individuals will be contacted in accordance with Project CSS. The community will be notified prior to any major changes to the operation of the TAF, in accordance with timeframes and methods outlined in the Strategy.

The Community Communication Strategy is provided in the Project website – <https://inlandrail.com.au/wp-content/uploads/2024/10/i2s-community-communication-strategy-4.pdf>

Specific community consultation requirements relevant to the operation of the TAF will be provided in a Communications Action Plan which will be approved by IRPL and implemented throughout the operation of the TAF. This will detail specific notification requirements which may include letterbox drops, phone calls, community education sessions etc.

5.7.3 Complaints management

Complaints received associated with the operations at the TAF will be managed in line with the Project CCS as described above.

5.8 Working hours

In accordance with CoA E1 of the Infrastructure Approval, the approved working hours for the Project, including establishment of the TAF are as follows.

- 7:00 am to 6:00 pm Monday to Friday



- 7:00 am to 6:00 pm Saturday
- At no time on Sunday or public holidays.

Given the Project will be operational across a 7-day roster, some works will be undertaken outside the hours described in Condition E1. These additional work hours will be:

- For works on Sunday's, managed in accordance with the requirements of Condition E2
- For works before 7am or after 6pm on any day, these works will be undertaken in accordance with the Out of Hours Protocol, Noise & Vibration Management and associated EPL.

Operations at the TAF will be managed to ensure that compliance with operations under the requirements of E1, E2 and E5 are maintained throughout the Project. In addition to general noise, the outdoor recreation areas will only operate within the hours of 7am-10pm as required by Condition E113. This is also communicated in the Village Rules attached as Appendix B to this Plan.



6 Decommissioning

The accommodation camp will be demobilised after the construction of the proposal has been completed. Rehabilitation of the site would be carried out in accordance with the Inland Rail Landscape and Rehabilitation Strategy to be undertaken during detailed design as per UMM BD-8.

A rehabilitation strategy will be prepared to guide rehabilitation planning, implementation, monitoring and maintenance of disturbed areas once construction is complete.

7 Implementation

7.1 Roles & responsibilities

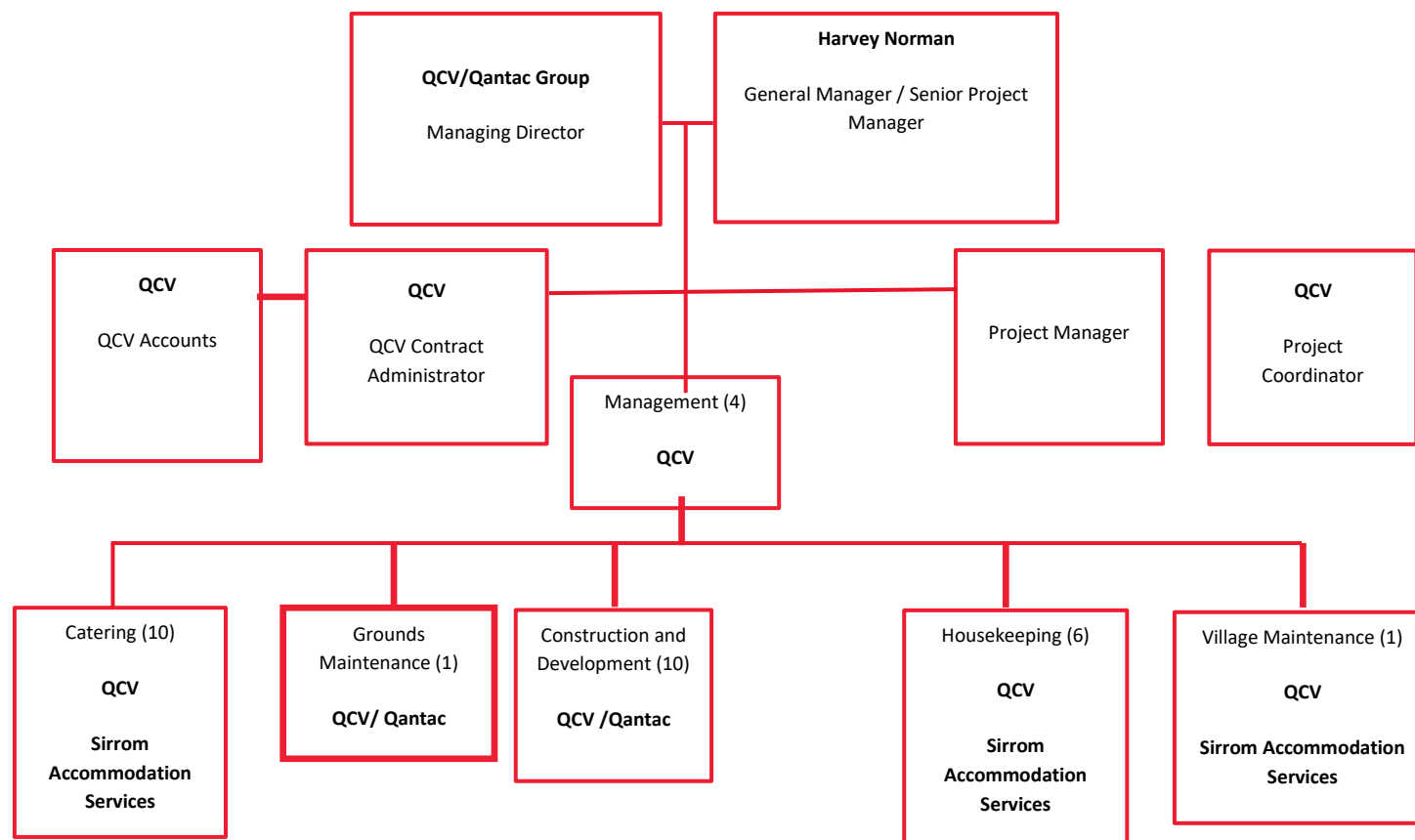
The overall management of the TAF will be provided by a 3rd party contract between JHG and QCV services. An organisational chart of the QCV staff involved in day-to-day management of the TAF has been included below which describes the key people and staff who will be responsible for day-to-day management of the facility while in operation. John Holland's Project Director, working closely with the Project Manager and People Manager, is responsible for implementing the Temporary Accommodation Facility Management Plan in line with our staff, workforce and sub-contractor requirements.

The following table outlines the roles and associated responsibilities for managing impacts associated with the Temporary Accommodation Facility Management Plan.

Table 7-1 Roles and Responsibilities

Role	Responsibilities
Project Director	Overall responsibility and authority for ensuring that the Temporary Accommodation Facility Management Plan (as applied to the I2S project) complies with the obligations.
Project Manager	- Consult with Inland Rail, environmental representative, local governments, emergency services - Manage and lead the logistics in the camp construction and operation.
People Manager	- Consult with Inland Rail, local governments, accommodation providers and tourism associations to understand and monitor the availability of short-term and rental accommodation and resolve issues as they arise - Manage and lead the logistics in transporting and accommodating personnel per the Social Delivery Plan and the Housing and Accommodation Plan
Construction Manager	- Coordinate on-site deliveries during camp installation - Overseeing day to day operations of construction site - Assigning tasks to workers based on project plans and priorities. - Inspecting the quality of work performed by the crew, identifying any issues, and implementing necessary corrections to ensure high standards are met - Ensuring that all construction activities comply with health and safety regulations. - Ensuring that manpower and resources are adequate for the tasks at hand. - Acting as the point of reference for both workers and supervisors.
Environment Manager	- Coordinate environmental monitoring as discussed in this plan - Respond to environmental emergencies as discussed in this plan
Kitchen Utility	- Supporting our Chefs and catering team, food preparation, making fruit platters, salads and crib meals. - Assisting Chefs when directed, keeping high standards of food safety and hygiene, cleaning and tidying service areas. - Assisting with unloading deliveries, stock takes and other ad hoc jobs in the catering team. - Service in the bar may also be required.
Housekeepers	- Cleaning accommodation rooms (en-suite dongas), general housekeeping, stripping and remaking beds, general cleaning duties of ensuites, floors, walls and laundry. - Cleaning of offices and public areas. Service in the bar may also be required.
Village Admin	Organising and processing a high-volume group and individual bookings (face to face, online, phone) and liaising with our valued client on a day-to-day basis. The use of bookings system RMS will be used.

Role	Responsibilities
	Provide high standards of customer service, reporting and interdepartmental communication with our onsite management, housekeeping and kitchen teams. Knowledge of Housekeeping is a must. Service in the bar may also be required.
Village Manager Assistant Village Manager	- Maintain a professional and service-focussed hospitality culture, maintain stock levels, coordinate and manage an approved roster structure, promote a safety culture for both staff and clients. Build and maintain strong client relationships. - Offer smooth reservations services, participate in site audits and ensure compliance. - Oversee all departments, report on budgetary performance. - Manage waste removal and recycling initiatives within the village - Oversee the food safety program - Manage Health, Safety and Environment within the village.
Head Chef	- Preparing high volume bulk catering (preparing/cook/serve) breakfast, crib, dinner and dessert. - Keeping high standards of food safety and hygiene, cleaning and tidying services areas, assisting with deliveries, stock takes and guidance to our kitchenhands. - Work with departmental managers, manage budgets, staff rostering, client liaison, staff management. - Manage the Food Safety Program
Bar and Retail Attendant	Provide a friendly and efficient customer service to all patrons adhering at all times to NSW Responsible Service of Alcohol legislation.
Chef	- Preparing high volume bulk catering (preparing/cook/serve) breakfast, crib, dinner and dessert. - Keeping high standards of food safety and hygiene, cleaning and tidying services areas, assisting with deliveries, stock takes and guidance to our kitchenhands.
General Village Maintenance	- Regularly address maintenance requests and inspecting camp facilities, including rooms, ablutions, laundries, dining halls, and recreational areas, to identify and address any maintenance needs - Perform minor repairs and maintenance tasks such as fixing leaks, repairing broken fixtures, and maintaining hot water systems - Coordinate trade specific labour to perform maintenance, for example electrical, plumbing and Water Treatment Contractor.
Communications and Stakeholder Engagement Manager	Assist in resolving complaints made in compliance with our Community & Stakeholder Management Plan
All staff and workforce	- Undertake the project induction, including the community and stakeholder engagement component - Understand and comply with travel and accommodation requirements and guidelines, and expectations about appropriate behaviour



Organisational structure for TAF management during operations. QCV are a privately owned organisation owned 50:50 by Qantac Group and Harvey Norman Holdings

7.2 Training, competencies and awareness

To ensure that this Plan is implemented effectively, all site personnel (including sub-contractors) will undergo site induction training relating to contaminated land management issues prior to construction commencing. The induction training will address elements related to general site obligations and requirements in line with the CEMP, sub-plans and the TAF MP.

Targeted training in the form of toolbox talks or specific training will also be provided to personnel with a key role in the management of day-to-day operations as well as for announcements on key initiatives and information for residents.

In addition, the training described above, all staff associated with operations of the TAF will have appropriate training and qualifications as described in the table below required to undertake their roles. Management of these training and competencies will be tracked and enforced by the facilities

Table 7-2 TAF skills matrix (QCV staff)

Role	Qualifications 1	Qualifications 2	Qualifications 3	Qualifications 4
Village Manager	Minimum 5 years of experience in a similar role.	Food Safety Supervisors Certificate	Responsible Management of Licensed Venue (RMLV)	Fire Warden
Assistant Village Manager	Minimum 2 years of experience in a similar role.	Food Safety Supervisors Certificate	RMLV	Fire Warden
Village Administration	Minimum 2 years of experience in a similar role.	Food Safety Supervisors Certificate	Optional - Responsible Service of Alcohol (RSA)	NA
Bar and Retail Attendant	Responsible Service of Alcohol Certificate	Food Handlers Certificate	NA	NA
Head Chef	Certificate 4 in cookery.	Food Safety Supervisors Cert	NA	NA
Chefs	Certificate 3 in Cookery	Food Handlers Certificate	NA	NA
Kitchen/Dining Utilities	Food Handlers Certificate	NA	RSA	NA
Housekeeper	Optional - Food Handlers Certificate	NA	RSA	NA



7.3 Monitoring and inspections

Regular monitoring and inspections will be undertaken in operation of the TAF Monitoring and inspections will be undertaken in line with the requirements outlined in the CEMP.

Key characteristics of the Project activities which have an impact on the environment will be regularly monitored and measured. This may include issue-specific environmental monitoring, recording of information to track performance, monitoring controls, and level of compliance with objectives and targets.

Regular compliance activities, such as inspections, observations and monitoring will be undertaken throughout construction of the Project. Subcontractor works will be included in inspections, observations, monitoring, and audits as appropriate.

8 Incidents and emergencies

An incident is defined by the CoA as 'an occurrence or set of circumstances that causes or threatens to cause material harm, and which may or may not be or cause a non-compliance'. An environmental emergency or incident may include:

- Pollution to land or water from a spillage or leak of a substance
- Unauthorised harm or damage to native flora and fauna
- Failure of erosion and sediment control devices leading to pollution of waterways
- Unexpected finds of hazardous materials or heritage
- Damage to heritage items or protected flora or fauna species
- Any contractual or compliance breaches.

The Infrastructure Approval (SSI-9406) defined 'material harm' as harm that:

- involves actual or potential harm to the health or safety of human beings or to the environment that is not trivial; or
- results in actual or potential loss or property damage of an amount, or amounts in aggregate, exceeding \$10,000, (such loss includes the reasonable costs and expenses that would be incurred in taking all reasonable and practicable measures to prevent, mitigate or make good harm to the environment).

Incidents will be documented and addressed during the Project's life cycle and through the John Hollands procedures and policies. If an incident does occur, all project personnel are required to cease works immediately and follow the processes in line with these procedures and notification and reporting requirements outlined in the below sections. Unexpected finds will be dealt with in accordance with the JH I2S unexpected finds procedures, which are separate documents to this plan.

8.1 Project Incident Classification

In the event of an environmental incident, the Project will implement classification, notification, and reporting requirements in accordance with JH's Project Environmental Incident Procedure and the IRPL Event Management Process (Appendix A6 of the CEMP). Consideration will also be given to the ARTC event severity matrix.

The Project Environment and Sustainability Manager (or delegate) will be responsible for investigating, tracking, communicating, and closing out non-conformances, and implementing corrective and preventative actions. Higher level incidents will require the Project Director to review and close out. The IRPL Environmental Manager, JH Environmental Team, and the ER, will provide supporting functions as required and agreed. In the event of an incident, the Project will undertake notification requirements as detailed in Table 8-1 of the CEMP.

8.2 Incident notification and reporting

In accordance with CoA Condition A34, the Planning Secretary will be notified via the Major Projects Website immediately after the Proponent becomes aware of an incident. The notification must identify the CSSI and set out the location and nature of the incident. Subsequent written notification will be provided to the Planning Secretary in accordance with CoA Condition A35. Subsequent notification will be provided in accordance with CoA Appendix A and section 8.2.1 of the CEMP.

8.3 Non compliances and Non-conformances

Non-compliances and non-conformances, including those related to workers accommodations management, are detailed in Section 9.3 of the CEMP. This includes the definitions of non-compliance



and non-conformance, corrective and preventative actions, communication of corrective and preventative actions to staff and non-conformance close-out.

8.4 Emergency Response

Any potential material harm pollution incidents will also be managed in accordance with a PIRMP. The PIRMP will be prepared and tested in accordance with Environmental guidelines: Preparation of pollution incident response management plans (EPA, 2012).

The Pollution Incident Response Management Plan (PIMRP) identifies the types of environmental emergencies which could occur on the Project during establishment and includes:

- A list of key emergency personnel including a list of internal personnel and external agencies names, numbers and specific responsibilities for emergency planning and response.
- Details of how staff are inducted into the emergency response procedures and Plan.
- Details of when the PIRMP will be implemented and who determines when an incident requires use of the PIRMP.
- Definition of incident, incident notification and reporting requirements associated with relevant approvals, permits and licences.
- Include the location of on-site information on hazardous materials including spill containment materials and safety data sheets
- Where appropriate, reference/include a Flood Emergency Management Plan.

The Project team will:

- Prepare to respond by planning actions to prevent or mitigate adverse environmental impacts from emergency situations.
- Respond to actual emergency situations.
- Take action to prevent or mitigate the consequences of emergency situations, appropriate to the magnitude of the emergency and the potential environmental impact.
- Periodically test the planned response actions, where practicable.
- Periodically review and revise the process and planned response actions, after the occurrence of emergency situations or tests.
- Provide relevant information and training related to emergency preparedness and response, as appropriate, to relevant interested parties, including persons working under its control.

The Project team shall maintain documented information to the extent necessary to have confidence that the process is carried out as planned. The Project will provide all records of the environmental emergencies and regulatory action to Inland Rail. All necessary contact numbers will be identified in advance and stored for immediate access should a pollution incident need to be notified. These contact numbers will also be identified in the PIRMP prepared for the Project.

All other emergency response relating to this TAF plan will be in accordance with the Emergency Plan provided in Appendix C.

Emergency planning and awareness training will be undertaken for the Project and will include but not be limited to development of a communication protocol, both internal and external, during emergencies, identified potential environmental emergencies that may occur on the Project, and the response procedures for these emergencies and tests of the emergency response procedures



8.5 Incident investigation

Where required, due to the severity or ongoing nature of the incident, investigations will be conducted and action plans established to ensure that the event does not occur again. Environmental investigations will include:

- Identification of the cause, extent, and responsibility of the incident.
- Identification and implementation of the necessary corrective action.
- Identification of the personnel responsible for carrying out the corrective action.
- Implementation or modification of controls necessary to avoid a repeat occurrence of the incident.
- Recording of any changes in written procedures required.
- Advising the relevant government agencies if any substantial pollution has occurred.

Information will be captured in the Project's incident management software. Where there are lessons learnt from the investigation or current procedures are identified as being ineffective, this TAF Plan will be revised by the Project Environment and Sustainability Manager to include the improved procedures or requirement.

9 Review and improvement

9.1 Continuous improvement

Continuous improvement of this Plan will be achieved by the ongoing evaluation of environmental management performance against environmental policies, objectives, and targets for the purpose of identifying opportunities for improvement.

The continuous improvement process will be designed to:

- Identify areas of opportunity for improvement of environmental management and performance
- Determine the cause or causes of non-conformances and deficiencies
- Develop and implement a plan of corrective and preventative action to address any non-conformances and deficiencies
- Verify the effectiveness of the corrective and preventative actions
- Document any changes in procedures resulting from process improvement
- Make comparisons with objectives and targets.

The Project Environment and Sustainability Manager (or delegate) is responsible for ensuring stages specific environmental risks are identified and included in the Project risk register and appropriate mitigation measures implemented throughout the construction, as part of the continuous improvement process. The process for ongoing risk identification and management during construction is outlined in the CEMP.

9.2 Auditing

Audits (both internal and external) will be undertaken to assess the effectiveness of environmental controls, compliance with this sub plan, CoA and other relevant approvals, licenses and guidelines. Audit requirements are detailed in Section 9.4 of the CEMP.

9.3 Plan amendments and version control

The processes described in Section 3.10 of the CEMP may result in the need to update or revise this Plan. Only the Environment Manager, or delegate, has the authority to change any of the environmental management documentation.



Appendix A – Temporary Accommodation Facility Plans

Temporary Workforce Accommodation Facility

GROGAN ROAD, STOCKINBINGAL NSW 2725



QBCC No. 1222804
ABN No. 27 150 333 575

**ANDRE MELVILLE BUILDING DESIGN
& DRAFTING SERVICES**

P.O BOX 8, LABRADOR, QLD 4814
Ph: 0498 001 535



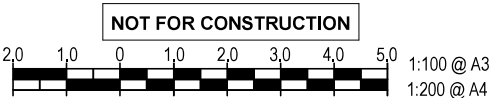
ENDORSED
Sustainable Building Designer

Townsville - Brisbane - **Goldcoast**

8/06/2025 8:11:03 AM



CP - SITE LOCATION PLAN
1 : 10000@A3



NOTE:
- VERIFY ALL DIMENSIONS ON SITE
- NOTED DIMENSIONS TAKE PRECEDENCE OVER SCALED DIMENSIONS
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PROJECT : Temporary Workforce Accommodation Facility
CLIENT : QCV PTY LTD
LOCATION: GROGAN ROAD, STOCKINBINGAL NSW 2725

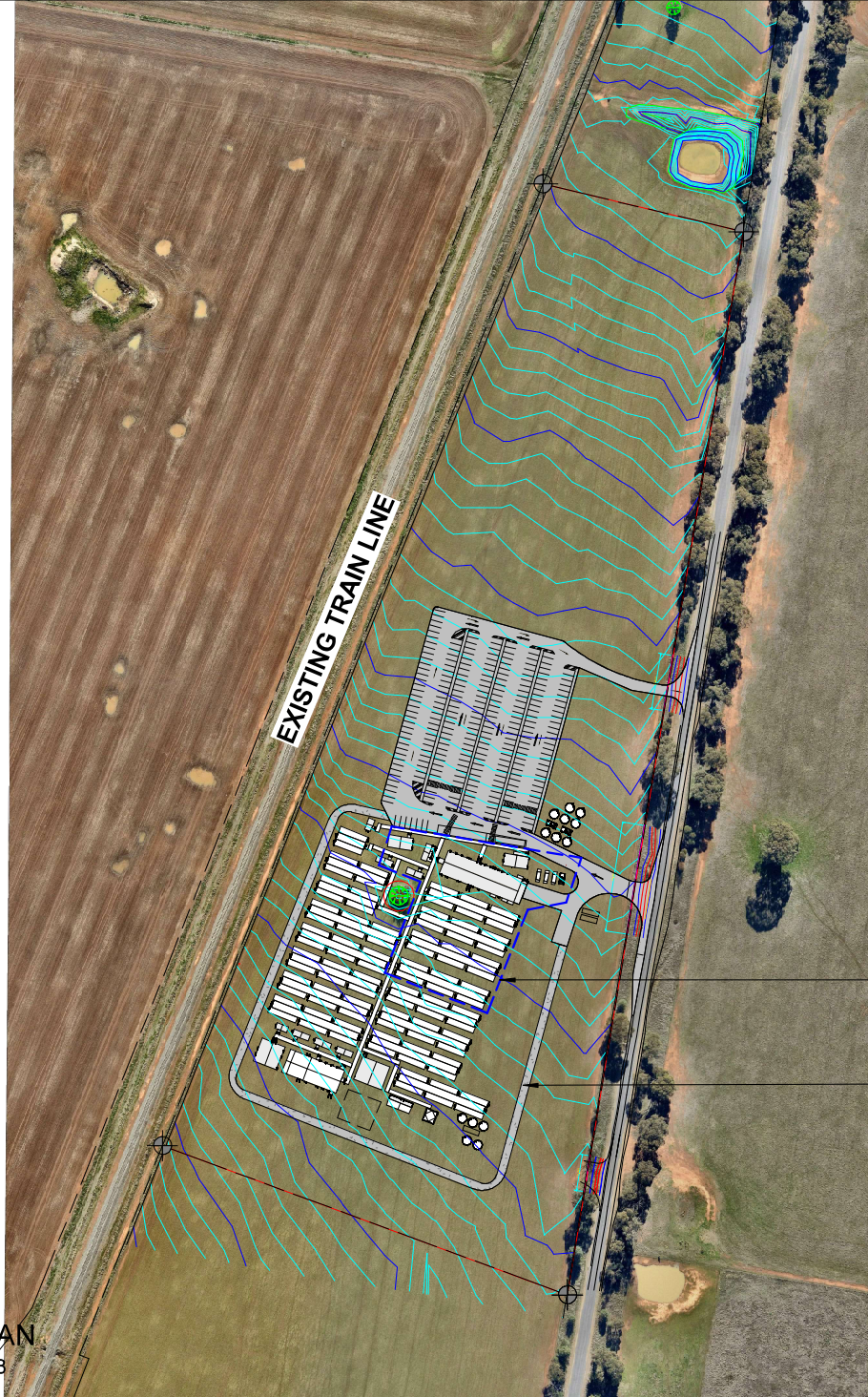
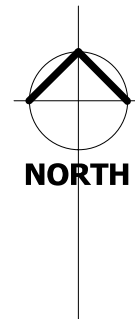
QCV

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ABN 16 37 155 553 675

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Ph: 0498 001 535

ENDORSED
Sustainable Building Designer
Townsville - Brisbane - Goldcoast

No.	Description	Date	DESIGNED	AM	SITE OVERALL PLAN
E	REVISED LAYOUT PLAN	02/04/23	DRAWN	AM	
F	REVISED LAYOUT PLAN - REVISED CONSULTANT	09/05/23	DATE	JAN 2024	
G	REVISED LAYOUT PLAN - REVISED CONSULTANT	27/06/23	SCALE	A3 1 : 10000	
H	IBA ISSUE	09/06/23	ISSUED	09/06/23	15-25A - WD-1.02 - H



SITE PLAN
1 : 2500@A3

PROPOSED STAGE 1 FLYCAMP AREA
ACCOMMODATION 96 ROOMS

PROPOSED NEW TEMPORARY
ACCOMMODATION VILLAGE

NOT FOR CONSTRUCTION

NOTE:
- VERIFY ALL DIMENSIONS ON SITE
- NOTED DIMENSIONS TAKE PRECEDENCE OVER
- SCALED DIMENSIONS

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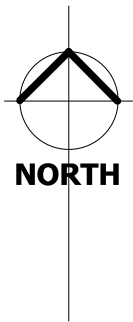
QCV

QBCB No. 1222804
AS/NZS 1100:2015 ETD

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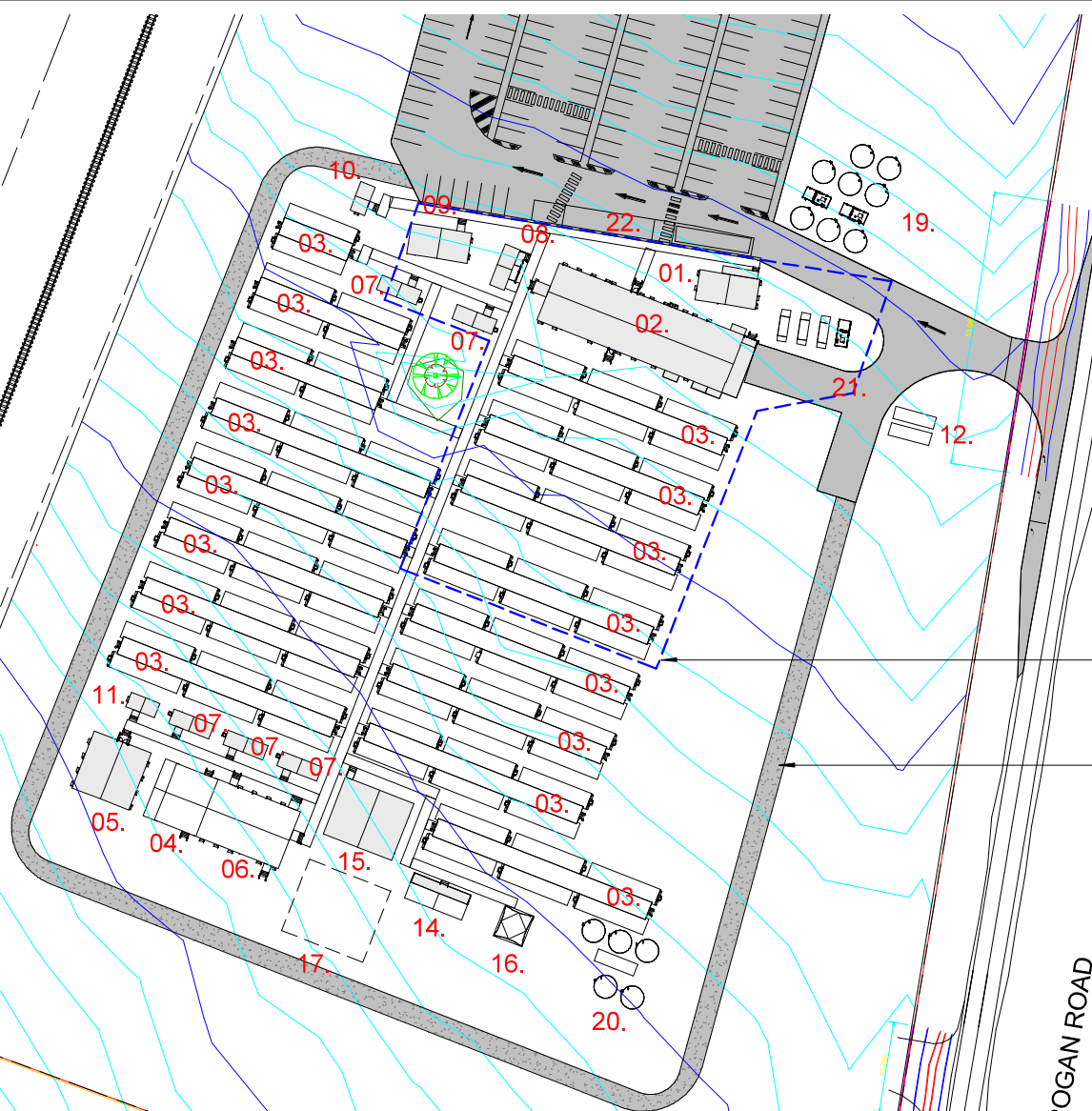
ENDORSED
Sustainable Building Designer
Townsville - Brisbane - Goldcoast

No.	Description	Date	DESIGNED	AM	SITE PLAN
H	INTERNAL REVIEW ONLY	13/06/23	DRAWN	AM	
I	REVISED LAYOUT	16/06/23	DATE	JAN 2024	
J	REVISED LAYOUT	26/06/23	SCALE	A3 1 : 2500	
K	REVISED LAYOUT PLAN - REVISED CONSULTANT	27/06/23	ISSUED	05/06/23	
L	BA ISSUE	05/06/23			15-25A - WD-1.03 - L



NORTH

EXISTING TRAIN LINE



BUILDING LEGEND

1. OFFICE/ / RETAIL SHOP (6x12)
2. KITCHEN/ DINING (42x12)
3. ACCOMMODATION (352 ROOMS)
4. ABLUTIONS BUILDING (3x12)
5. GYM x2 (12x12)
6. RECREATION/ WET MESS/ ICE ROOM & DECK (7.5x6)
7. LAUNDRY (8.4x3)
8. FIRST AID (8.4x3)
9. LINEN (6x12)
10. SECURITY BUILDING (6x3)
11. COMMS BUILDING (6x3)
12. REFUSE STORAGE
13. CONCRETE WALKWAY
14. SHOWER CHANGE ROOM (12x3)
15. LOCKER BUILDING (14.4x12)
16. BBQ AREA (6X6)
17. PROVISIONAL AREA FOR HALF COURT
18. 3x3 SMOKING AREA
19. SEWERAGE TREATMENT
20. WATER TREATMENT PLANT
21. POWER GENERATORS
22. BUS PICK UP (BY OTHER)
23. CAR PARK (BY OTHERS)
24. TEMP FLY CAMP KITCHEN

FLY CAMP AREA, 96 ROOMS

INTERNAL GRAVEL ROAD

GROGAN ROAD

PATH LENGTHS

Mark

Length of
Path ways

417 m

EARTHWORK PAD BY OTHERS, MAX 2%
CROSSFALL PARALLEL WITH
ACCOMMODATION BUILDINGS.

NOT FOR CONSTRUCTION



SITE PLAN BUILDING AREAS

1: 1000@A3

NOTE:
- VERIFY ALL DIMENSIONS ON SITE
- NOTED DIMENSIONS TAKE PRECEDENCE OVER
- SCALED DIMENSIONS
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CLIENT : QCV PTY LTD
LOCATION: GROGAN ROAD, STOCKINGBINGAL NSW 2725

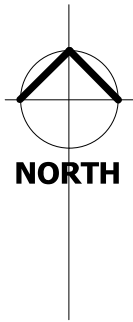


ANDRE MELVILLE BUILDING DESIGN
& DRAFTING SERVICES
P.O BOX 8, LABRADOR, QLD 4814
Ph: 0498 001 535



Townsville - Brisbane - Goldcoast

No.	Description	Date	DESIGNED	AM	BUILDING AREAS
H	INTERNAL REVIEW ONLY	15/05/25	DRAWN	AM	
I	REVISED LAYOUT	16/05/25	DATE	JAN 2024	
J	REVISED LAYOUT	20/05/25	SCALE	A3 As indicated	
K	REVISED LAYOUT PLAN - REVISED CONSULTANT	27/05/25	ISSUED	05/06/25	
L	BA ISSUE	05/06/25			15-25A - WD-1.04 - L



NORTH

BUILDING LEGEND

1. OFFICE/ / RETAIL SHOP (6x12)
2. KITCHEN/ DINING (42x12)
3. ACCOMMODATION (352 ROOMS)
4. ABLUTIONS BUILDING (3x12)
5. GYM x2 (12x12)
6. RECREATION/ WET MESS/ ICE ROOM & DECK (7.5x6)
7. LAUNDRY (8.4x3)
8. FIRST AID (8.4x3)
9. LINEN (6x12)
10. SECURITY BUILDING (6x3)
11. COMMS BUILDING (6x3)
12. REFUSE STORAGE
13. CONCRETE WALKWAY
14. SHOWER CHANGE ROOM (12x3)
15. LOCKER BUILDING (14.4x12)
16. BBQ AREA (6X6)
17. PROVISIONAL AREA FOR HALF COURT
18. 3x3 SMOKING AREA
19. SEWERAGE TREATMENT
20. WATER TREATMENT PLANT
21. POWER GENERATORS
22. BUS PICK UP (BY OTHER)
23. CAR PARK (BY OTHERS)
24. TEMP FLY CAMP KITCHEN

YELLOW AREA INDICATES 51m
BUSHFIRE BUFFER ZONE

CP-SITE GROUND FLOOR PLAN

1 : 1000@A3

NOTE:
- VERIFY ALL DIMENSIONS ON SITE
- NOTED DIMENSIONS TAKE PRESEDENT COVER
- SCALED DIMENSIONS
- THESE PLANS ARE NOT TO BE REPRODUCED WHOLLY OR IN PART
- WITHOUT THE EXPRESS WRITTEN PERMISSION OF AMBD

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CLIENT : QCV PTY LTD
LOCATION: GROGAN ROAD, STOCKINGBINGAL NSW 2725



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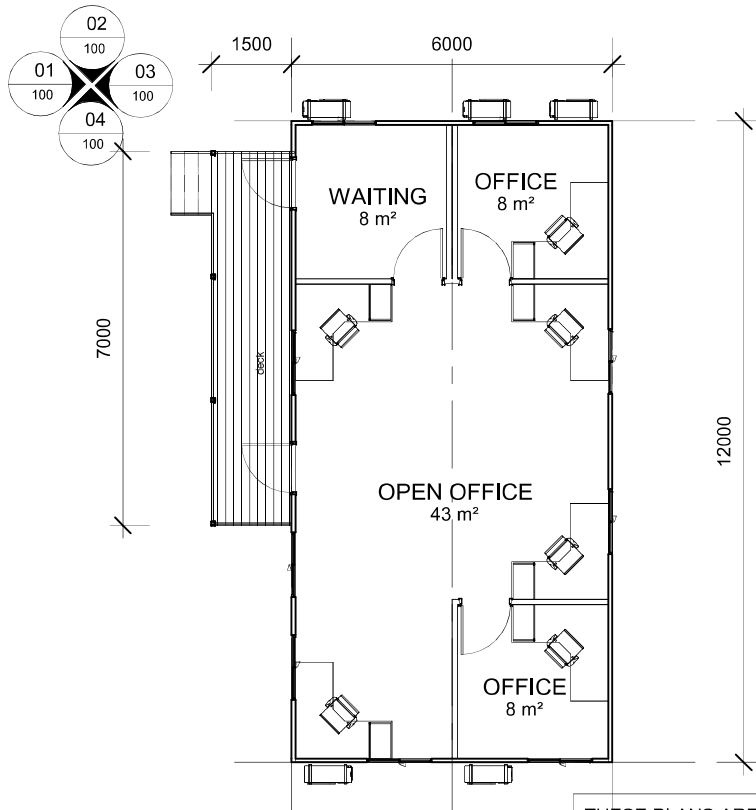
No.	Description	Date	DESIGNED	AM	SITE FLOOR PLAN/ SET
I	REVISED LAYOUT	10/05/25	DRAWN	AM	OUT PLAN
J	REVISED LAYOUT	20/05/25	DATE	JAN 2024	
K	REVISED LAYOUT	20/05/25	SCALE	A3 As indicated	
L	REVISED LAYOUT PLAN- REVISED CONSULTANT	27/05/25	ISSUED	05/05/25	
M	BA ISSUE	05/05/25			

15-25A - WD-1.05 - M

NOT FOR CONSTRUCTION



OFFICE BUILDING



Ground Floor
1 : 100

THESE PLANS ARE TO BE READ IN CONJUNCTION WITH STANDARD ATCO APPROVED PLAN.

NOTE:
ALL STAIRS AND RAMPS MUST HAVE THE MINIMUM SLIP RESISTANCE AS NOMINATED BY THE NATIONAL CODE OF CONSTRUCTION (N.C.C) VOLUME 1



QBCC No. 1222804
ABN No. 27 165 502 675

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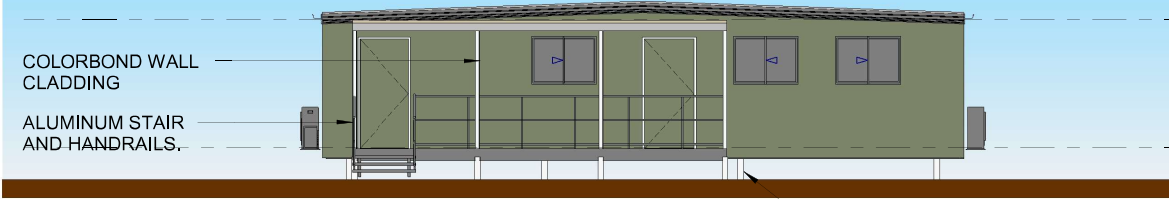
E-MAIL: admin@ambd.com.au

www.ambd.com.au



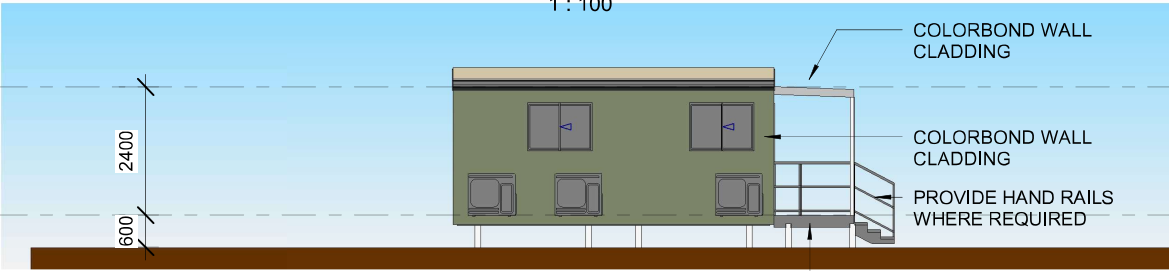
Townsville - Brisbane - Goldcoast

ELEVATION 01
1 : 100

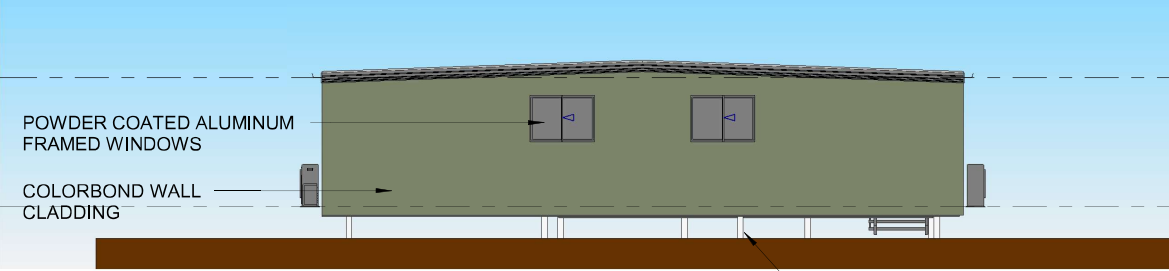


FOOTING SYSTEM REFER TO ENGINEERS FOOTING DETAILS.

ELEVATION 02
1 : 100

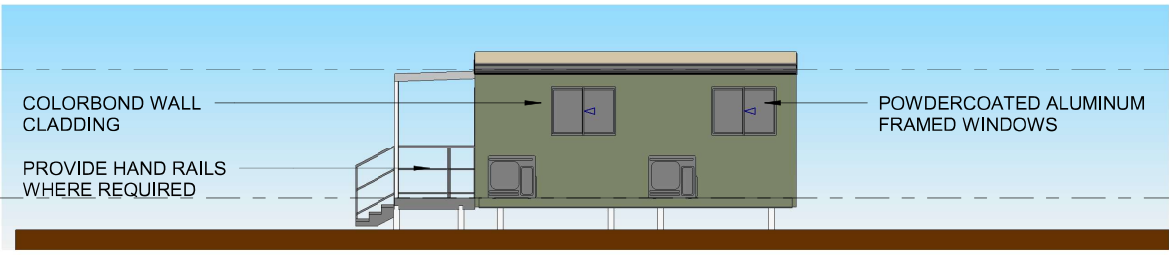


ELEVATION 03
1 : 100

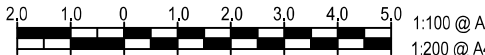


FOOTING SYSTEM REFER TO ENGINEERS FOOTING DETAILS.

ELEVATION 04
1 : 100

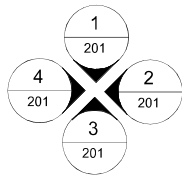


CONSTRUCTION ISSUE

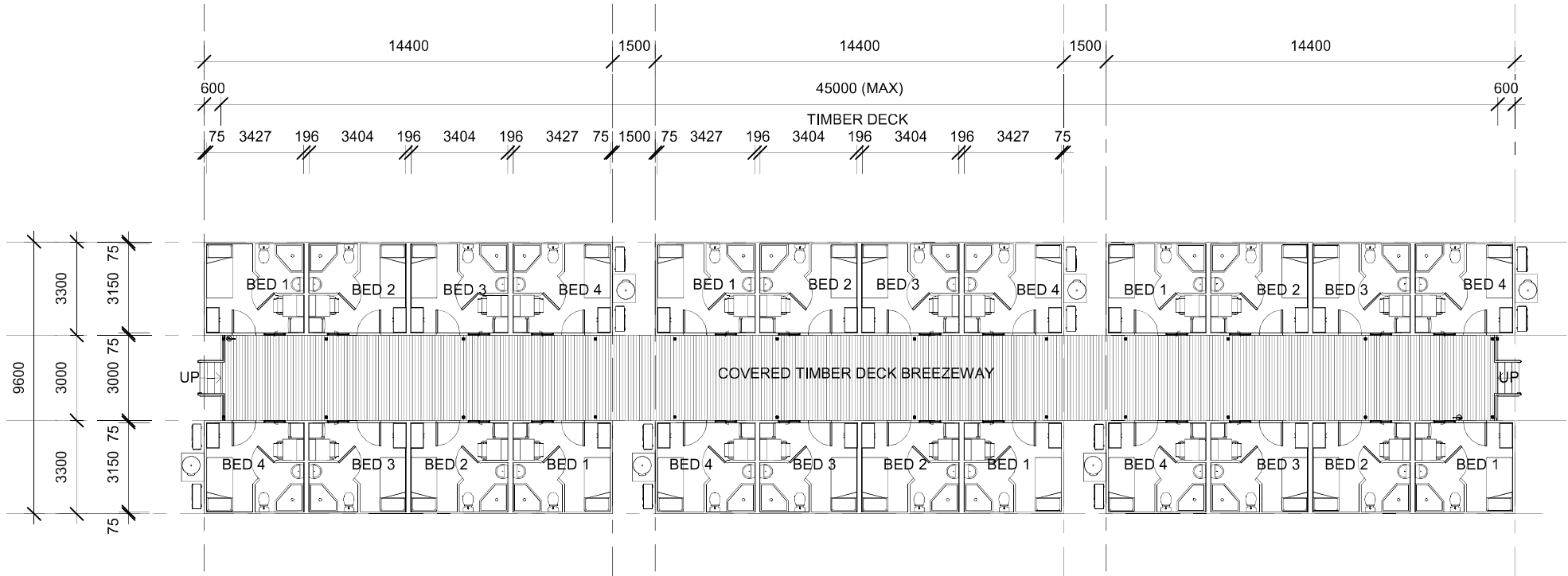


No.	Description	Date	DESIGNED	AM	12 x 6 OFFICE BUILDING - FLOOR PLAN AND ELEVATIONS
1	BA ISSUE	04/08/25	AM	AM	
			DATE	MAY 2025	
			SCALE	A3	
			ISSUED	04/08/25	
					15-25A - 100 - 1

4/06/2025 11:52:14 PM



6 MODULE ACCOMMODATION BUILDING



GROUND FLOOR TYPICAL AREA PLAN

1 : 150 @ A3

NOTE:

ALL STAIRS AND RAMPS MUST HAVE THE MINIMUM SLIP RESISTANCE AS NOMINATED BY THE NATIONAL CODE OF CONSTRUCTION (N.C.C) VOLUME 1

MODULES	285m ²
DECK	135m ²
TOTAL m²	420m²

THESE PLANS ARE TO BE READ IN CONJUNCTION WITH STANDARD ATCO APPROVED PLAN.

NOTE: TOTAL LENGTH OF BUILDING NOT TO EXCEED 45M. ALL SOME ALARMS MUST BE INTERCONNECTED IF MODULES HAVE LESS THAN 1.5M SPACING END TO END.

NOT FOR CONSTRUCTION



NOTE:
- VERIFY ALL DIMENSIONS ON SITE
- NOTED DIMENSIONS TAKE PRECEDENCE OVER SCALED DIMENSIONS
- THESE PLANS ARE NOT TO BE REPRODUCED WHOLLY OR IN PART WITHOUT THE EXPRESS WRITTEN PERMISSION OF AMSD

PROJECT : Temporary Workforce Accommodation Facility
CLIENT : QCV
LOCATION: GROGAN ROAD, STOCKINBINGAL NSW 2725



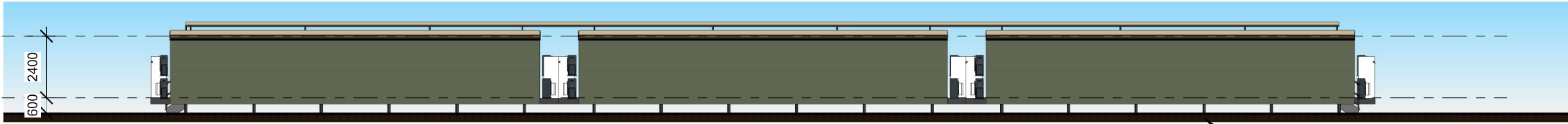
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& DRAFTING SERVICES
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Ph: 0498 001 535



No.	Description	Date
A	BA ISSUE	06/06/25

DESIGNED	AM	6 MODULE - 6x4 ROOM
DRAWN	AM	ACCOMMODATION
DATE	MAY 2025	BUILDING FLOOR PLAN
SCALE	A3 1:150	
ISSUED	05/06/25	15-25A - 200 - A

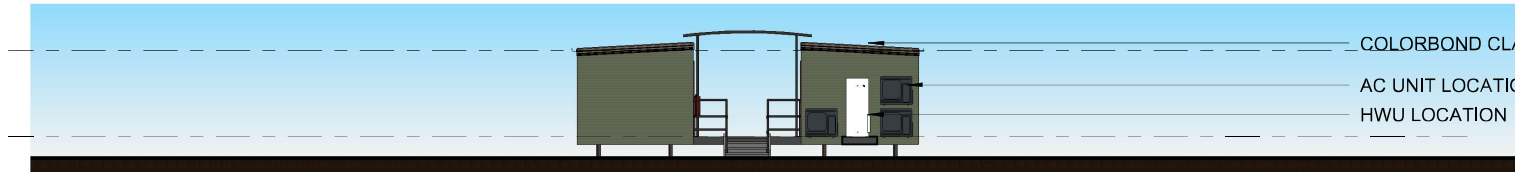
Townsville - Brisbane - Goldcoast



Elevation 1

1 : 150 @ A3

SCREW PIER FOOTINGS, REFER
TO ENGINEERS DETAILS.



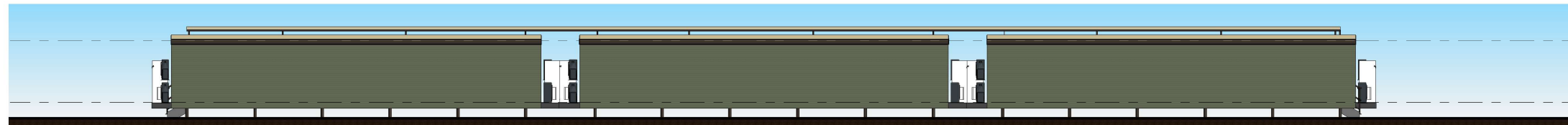
Elevation 2

1 : 150 @ A3

COLORBOND CLADDING EXTERNAL FINISH

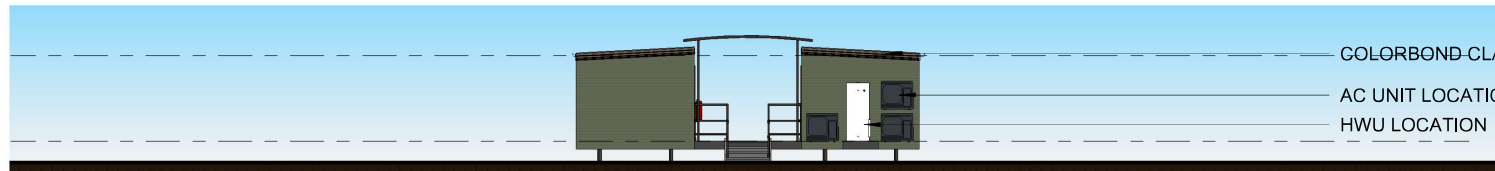
AC UNIT LOCATION

HWU LOCATION



Elevation 3

1 : 150 @ A3



Elevation 4

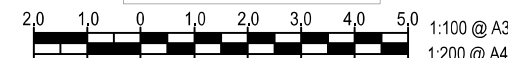
1 : 150 @ A3

COLORBOND CLADDING EXTERNAL FINISH

AC UNIT LOCATION

HWU LOCATION

CONSTRUCTION ISSUE



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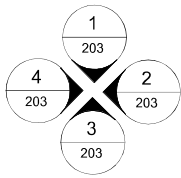
QBCC No. 1222804
A24 - No. 37 162 802 676



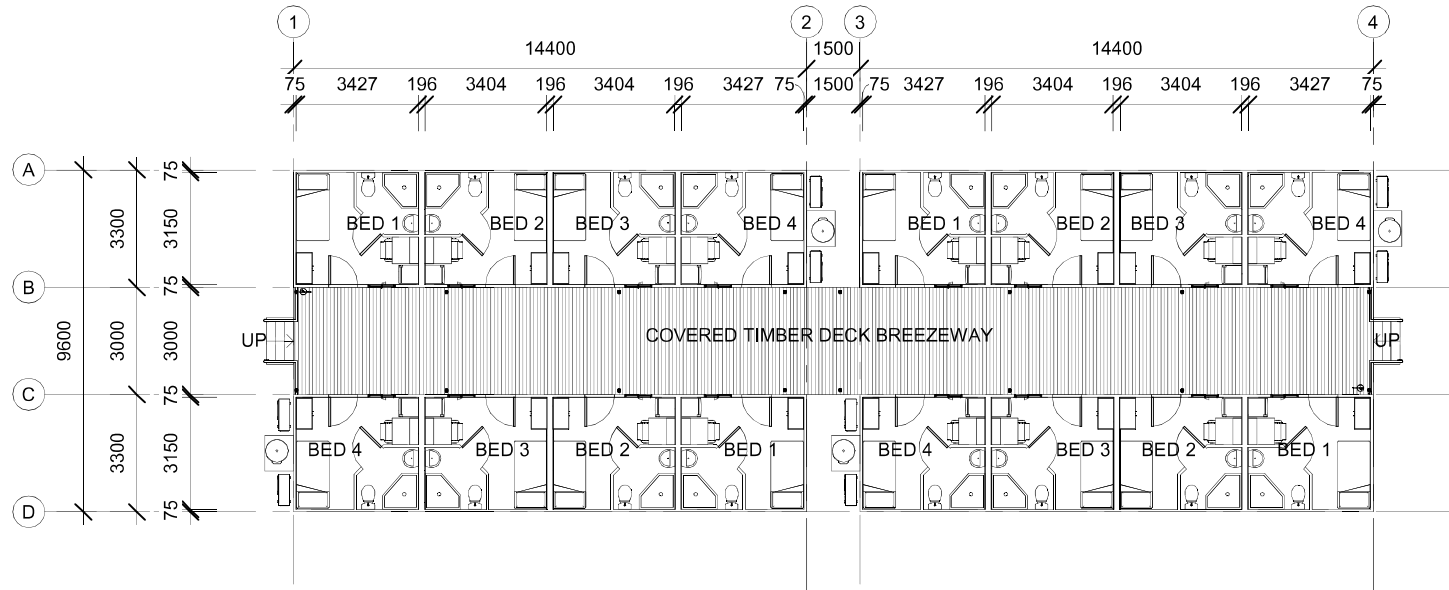
Townsville - Brisbane - Goldcoast

No.	Description	Date	DESIGNED	AM	6 MODULE - 6x4 ROOM ACCOMMODATION ELEVATIONS
A	BA ISSUE	06/06/25	DRAWN	AM	
			DATE	MAY 2025	
			SCALE	A3 1 : 150	
			ISSUED	05/06/25	15-25A - 201 - A

5/10/2025 8:44:29 AM



4 MODULE ACCOMMODATION BUILDING



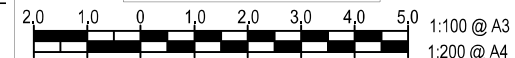
MODULES	190m ²
DECK	90.9m ²
TOTAL m²	280.9m²

GROUND FLOOR TYPICAL AREA PLAN

1 : 150 @ A3

NOTE: TOTAL LENGTH OF BUILDING NOT TO EXCEED 45M. ALL SOME ALARMS MUST BE INTERCONNECTED IF MODULES HAVE LESS THAN 1.5M SPACING END TO END.

NOT FOR CONSTRUCTION



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CLIENT : QCV
LOCATION: GROGAN ROAD, STOCKINBINGAL NSW 2725



QBCC No. 1222804
ABN: No. 37 162 652 676

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Ph: 0498 001 535



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No.	Description	Date	DESIGNED	AM	4 MODULE - 4x4 ROOM ACCOMMODATION BUILDING FLOOR PLAN 15-25A - 202 - A
A	BA ISSUE	04/06/25	DRAWN	AM	
			DATE	MAY 2025	
			SCALE	A3 1:150	
			ISSUED	04/06/25	

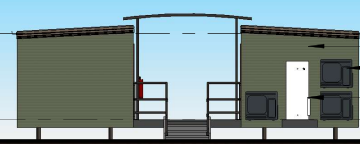
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600 2400



Elevation 1
1 : 150 @ A3

SCREW PIER FOOTINGS, REFER
TO ENGINEERS DETAILS.

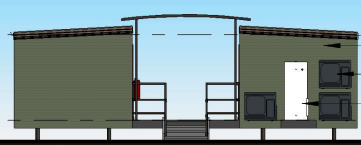


Elevation 2
1 : 150 @ A3

COLORBOND CLADDING EXTERNAL FINISH
AC UNIT LOCATION
HWU LOCATION



Elevation 3
1 : 150 @ A3



Elevation 4
1 : 150 @ A3

COLORBOND CLADDING EXTERNAL FINISH
AC UNIT LOCATION
HWU LOCATION

CONSTRUCTION ISSUE



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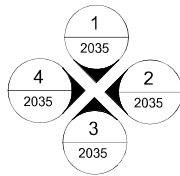


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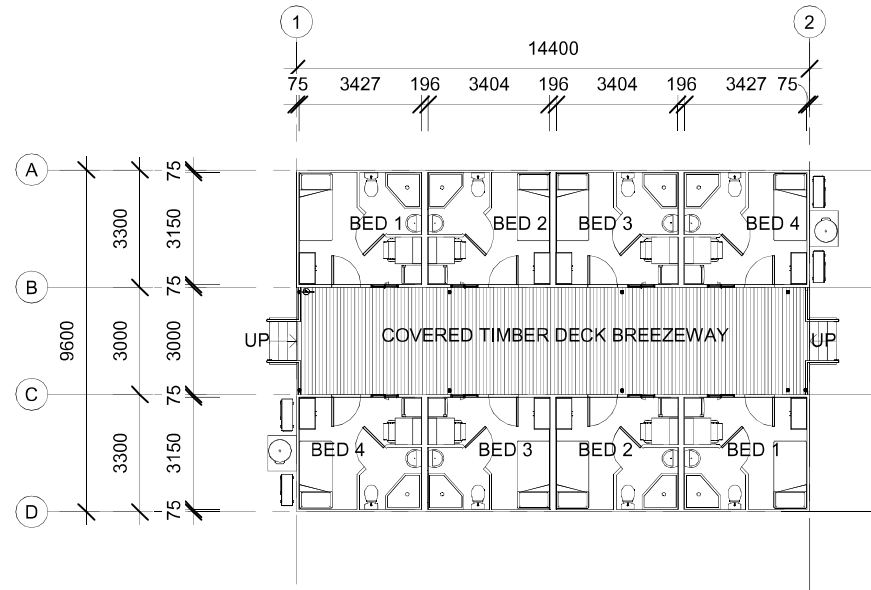


No.	Description	Date	DESIGNED	AM	4 MODULE - 4x4 ROOM ACCOMMODATION ELEVATIONS
A	BA ISSUE	04/06/25	DRAWN	AM	
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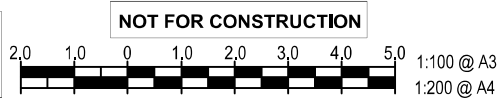
2 MODULE ACCOMMODATION BUILDING



GROUND FLOOR TYPICAL AREA PLAN
1 : 150 @ A3

MODULES	95m²
DECK	43.2m²
TOTAL m²	138.2m²

NOTE: TOTAL LENGTH OF BUILDING NOT TO EXCEED 45M. ALL SOME ALARMS MUST BE INTERCONNECTED IF MODULES HAVE LESS THAN 1.5M SPACING END TO END.



NOTE:
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LOCATION: GROGAN ROAD, STOCKINBINGAL NSW 2725

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Ph: 0498 001 535
QBCC No. 1222804
A/N: No. 37 162 652 676

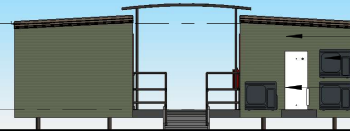
ENDORSED
Sustainable Building Designer
Townsville - Brisbane - Goldcoast

No.	Description	Date	DESIGNED	AM	2 MODULE - 2x4 ROOM ACCOMMODATION BUILDING FLOOR PLAN 15-25A - 204 - A
A	BA APPLICATION ISSUE	12/05/25	DRAWN	AM	
			DATE	MAY 2025	
			SCALE	A3 1:150	
			ISSUED	12/05/25	

600 2400

Elevation 1
1 : 150 @ A3

SCREW PIER FOOTINGS, REFER
TO ENGINEERS DETAILS.



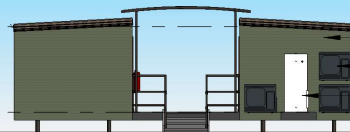
Elevation 2
1 : 150 @ A3

COLORBOND CLADDING EXTERNAL FINISH
AC UNIT LOCATION
HWU LOCATION



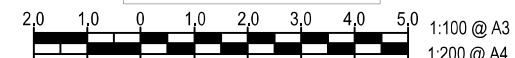
Elevation 3
1 : 150 @ A3

COLORBOND CLADDING EXTERNAL FINISH
AC UNIT LOCATION
HWU LOCATION



Elevation 4
1 : 150 @ A3

CONSTRUCTION ISSUE



NOTE:
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CLIENT : QCV
LOCATION: GROGAN ROAD, STOCKINBINGAL NSW 2725



QBCC No. 1222804
A24 - No. 37 162 602 676

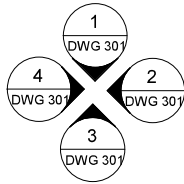
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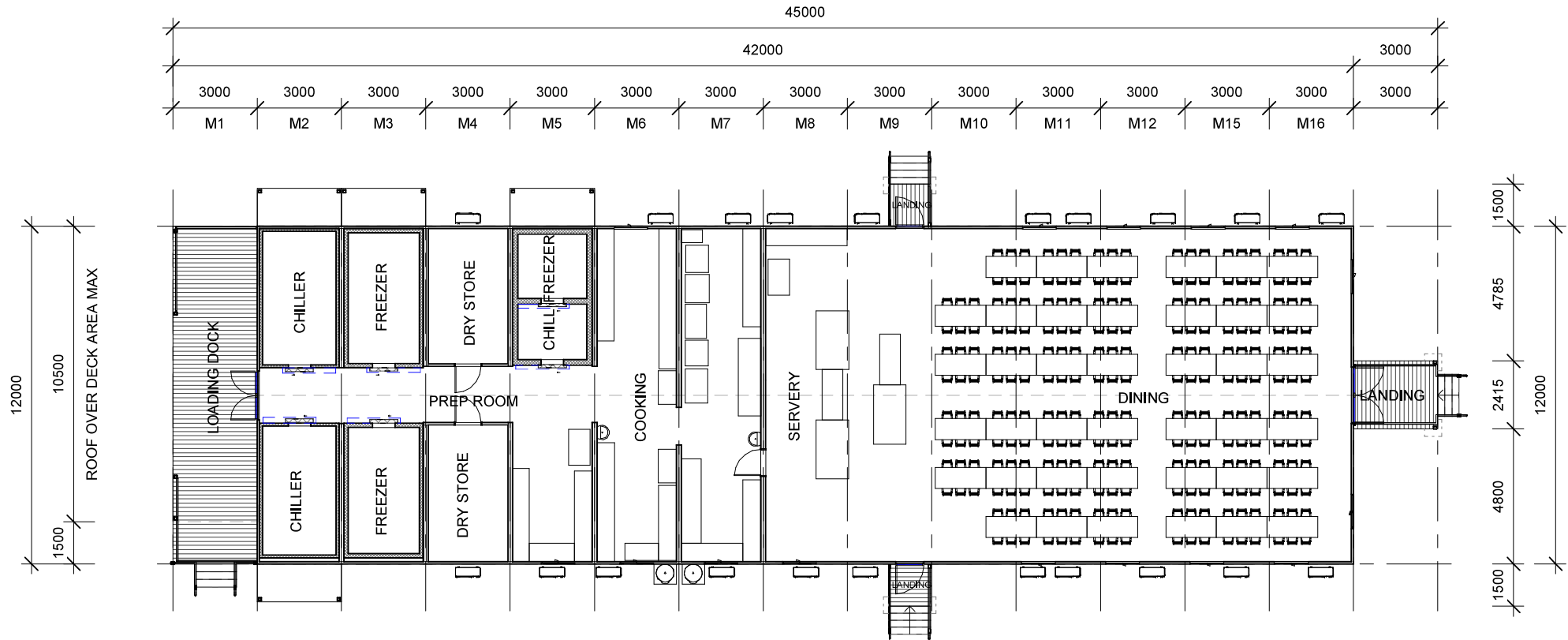
Townsville - Brisbane - Goldcoast

No.	Description	Date	DESIGNED	AM	2 MODULE - 2x4 ROOM ACCOMMODATION ELEVATIONS
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			DATE	MAY 2025	
			SCALE	A3 1 : 150	
			ISSUED	12/05/25	

5/06/2025 15:27:17 AM



240 SEAT DINING/ KITCHEN BUILDING



FLOOR PLAN

1 : 150 @ A3

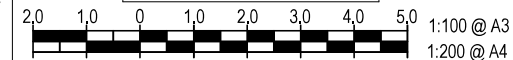
THESE PLANS ARE TO BE READ IN CONJUNCTION WITH STANDARD ATCO APPROVED PLAN.

NOTE: ROOF OVER LOADING DOCK TO BE MAXIMUM 10500MM LONG TO ENSURE ROOFED AREA OF BUILDING REMAINS UNDER 500m²

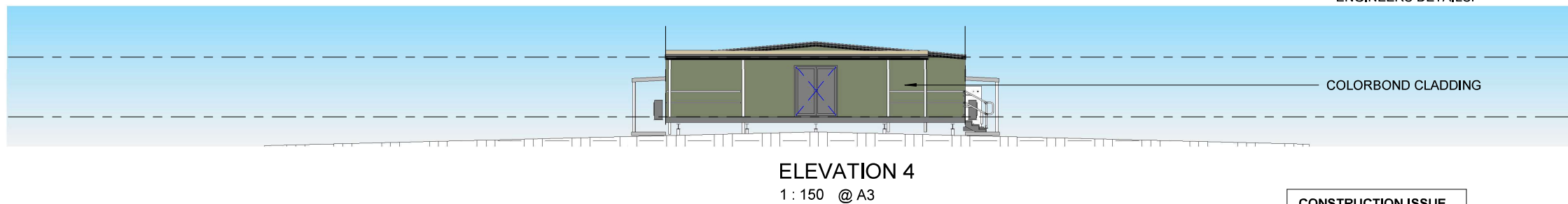
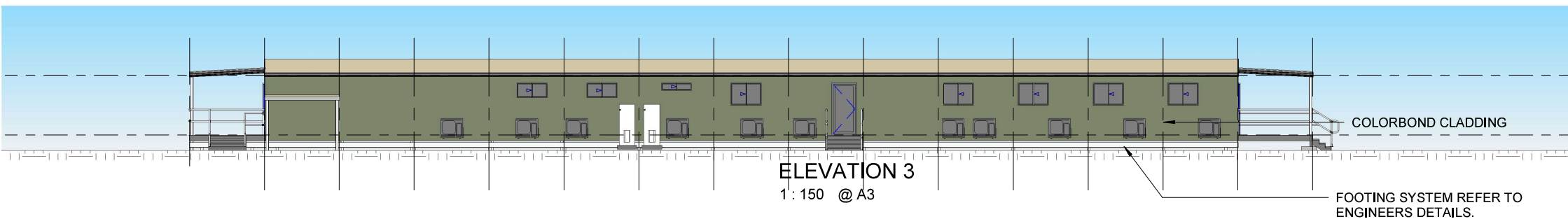
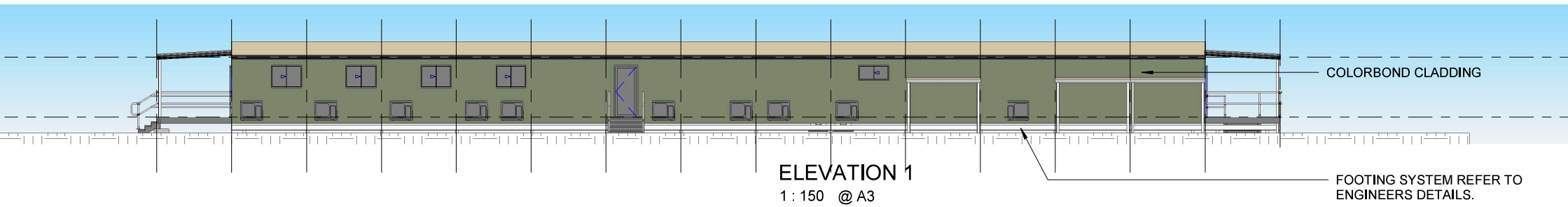
NOTE: ALL STAIRS AND RAMPS MUST HAVE THE MINIMUM SLIP- RESISTANCE AS NOMINATED BY THE NATIONAL CODE OF CONSTRUCTION (N.C.C) VOLUME 1

Name	Area
MODULE AREA	468.00 m ²
ROOFED LANDING AREA	0.00 m ²
ROOFED LOADING DOCK AREA	31.50 m ²
	499.50 m ²

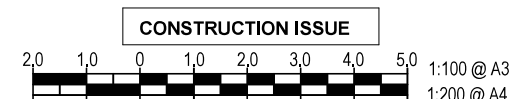
CONSTRUCTION ISSUE



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	No.	Description	Date	DESIGNED	AM																														
	1	BA ISSUE	12/05/25	AM																															
			DRAWN	AM																															
			DATE	AM-12/05/25																															
			SCALE	A3 1:150																															
			ISSUED	12/05/25																															



NOTE: ROOF OVER LOADING DOCK TO BE MAXIMUM 10500MM LONG
TO ENSURE ROOFED AREA OF BUILDING REMAINS UNDER 500m²



NOTE:
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Ph: 0498 001 535

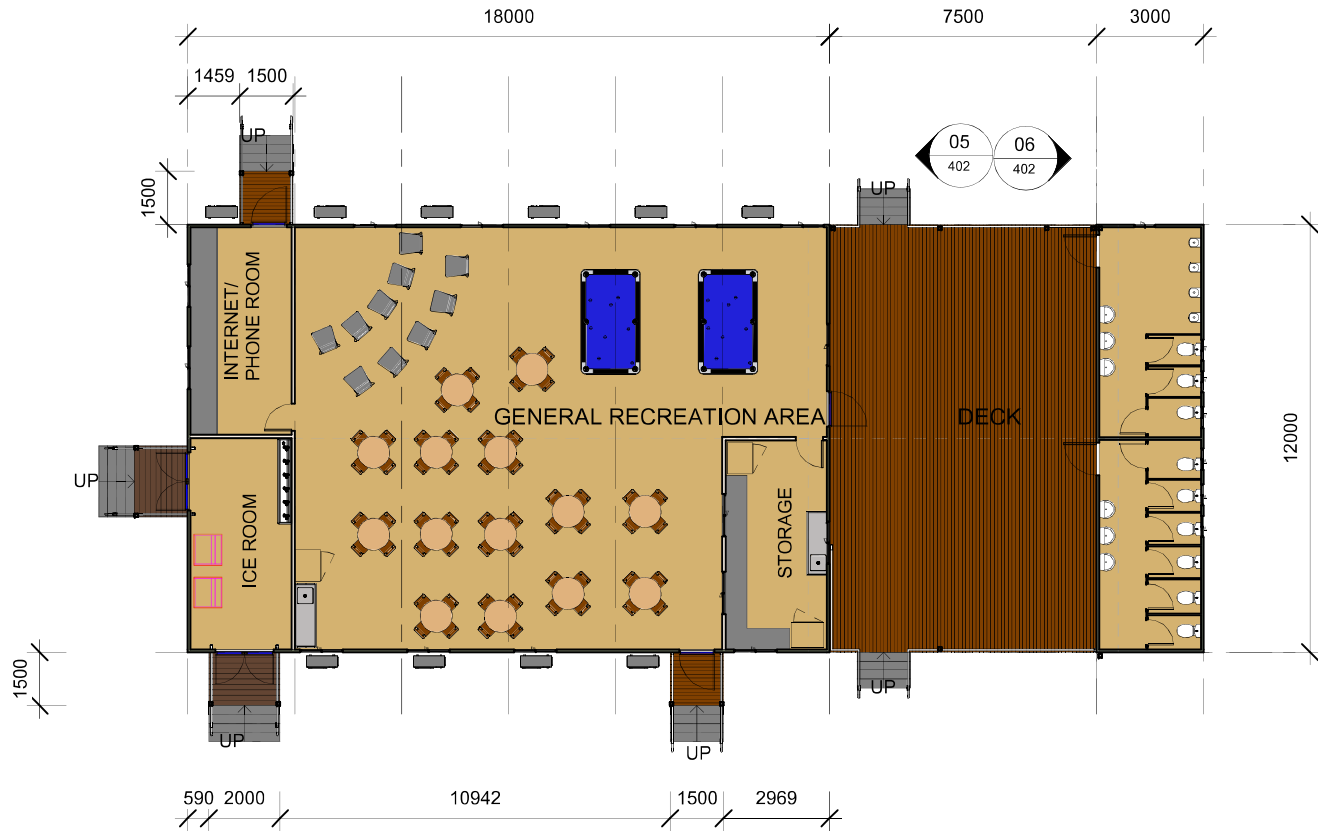
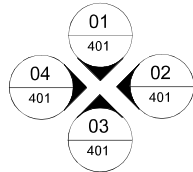


No.	Description	Date	DESIGNED	AM	KITCHEN DINING BUILDING ELEVATIONS
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			DATE	MM/Y2025	
			SCALE	A3 1:150	
			ISSUED	12/05/25	
					15-25A - 301 - 1

Townsville - Brisbane - Goldcoast

8/05/2025 7:42:38 AM

RECREATION/ ABLUTIONS BUILDING



FLOOR PLAN
1 : 150@A3

THESE PLANS ARE TO BE READ IN
CONJUNCTION WITH STANDARD
ATCO APPROVED PLAN.

NOTE:
ALL STAIRS AND RAMPS MUST HAVE THE MINIMUM SLIP RESISTANCE
AS NOMINATED BY THE NATIONAL CODE OF CONSTRUCTION (N.C.C)
VOLUME 1

Name	Area
ABLUTIONS	36 m ²
DECK	234 m ²
RECREATION	216 m ²
	486 m ²

CONSTRUCTION ISSUE

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PROJECT : Temporary Workforce Accommodation Facility
CLIENT : QCV
LOCATION: GROGAN ROAD, STOCKINBINGAL NSW 2725



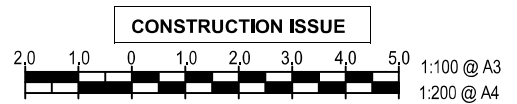
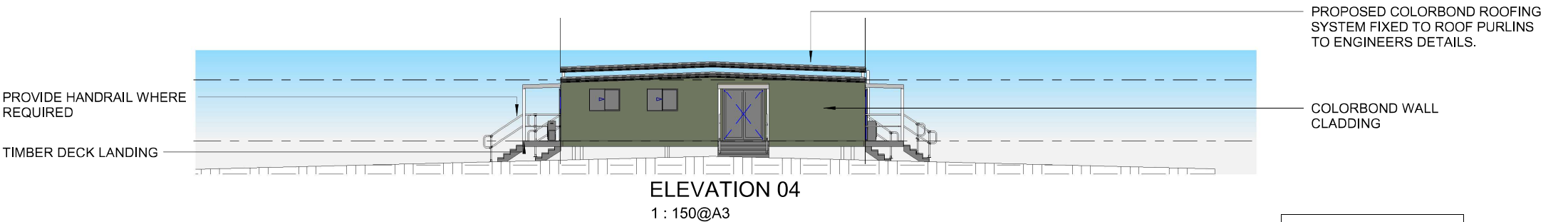
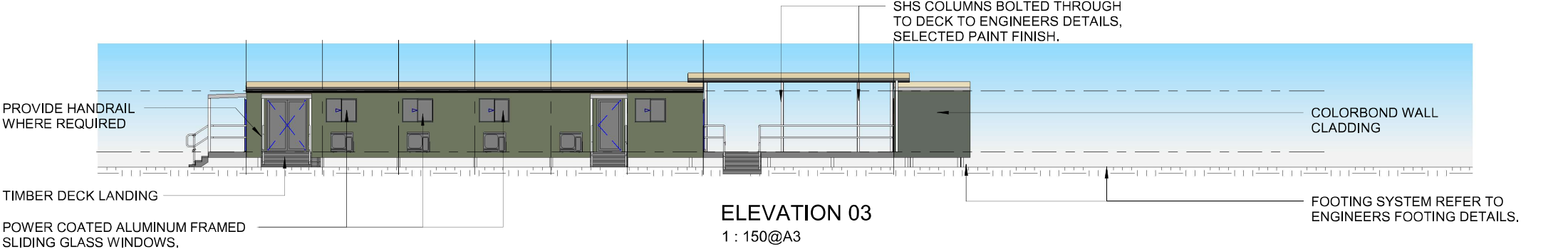
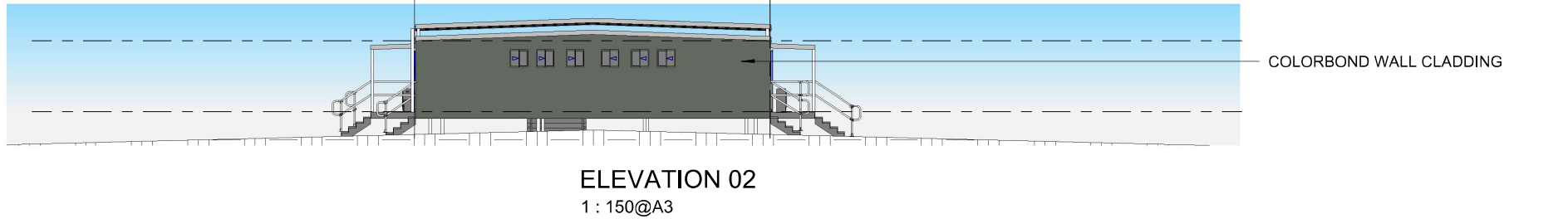
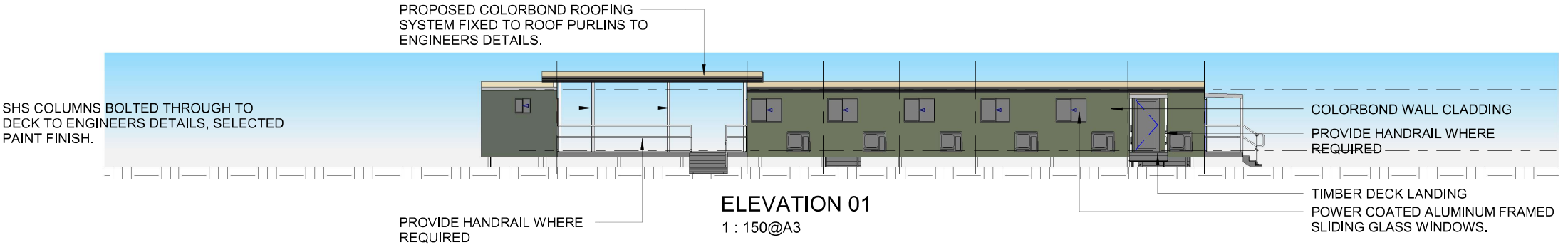
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E-MAIL: admin@ambd.com.au
www.ambd.com.au



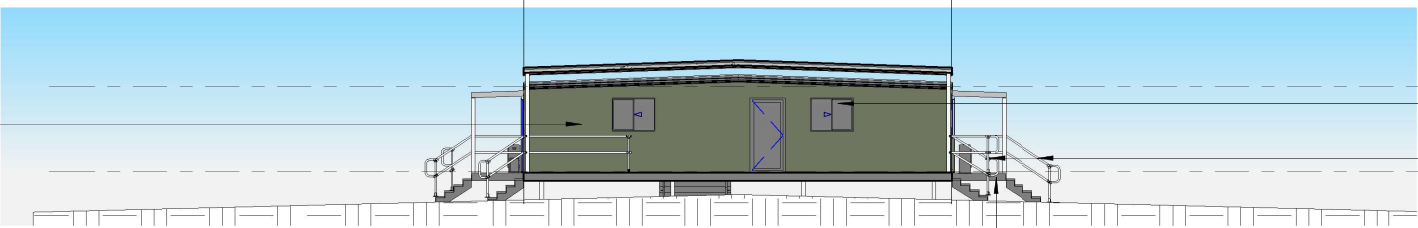
No.	Description	Date
1	BA Issue plans	04/06/25

DESIGNED	AM	RECREATION BUILDING FLOOR PLAN AND PERSPECTIVE 15-25A - 400 - 1
DRAWN	AM	
DATE	MAY 2025	
SCALE	A3 1 : 150	
ISSUED	04/06/25	

4/06/2025 11:54:35 PM



COLORBOND WALL CLADDING



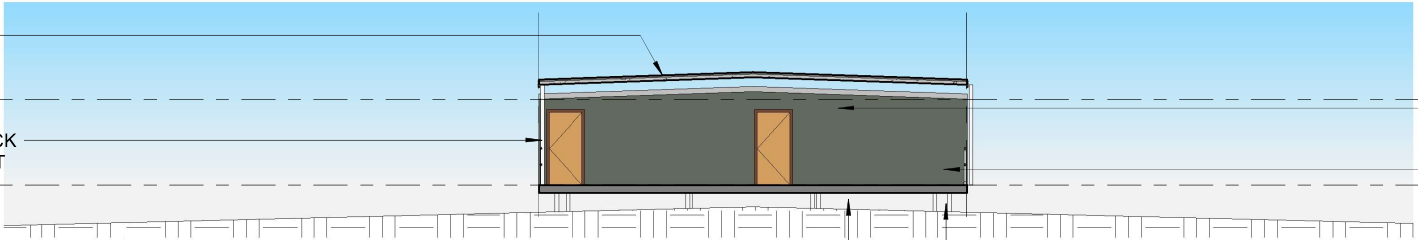
ELEVATION 05

1 : 150@A3

POWER COATED ALUMINUM FRAMED
SLIDING GLASS WINDOWS.
PROPRIETARY HANDRAIL &
ALUMINUM STAIR SYSTEM.

TIMBER DECK LANDING

PROPOSED INSULATED PANEL ROOF
SYSTEM FIXED TO ROOF PURLINS TO
ENGINEERS DETAILS.



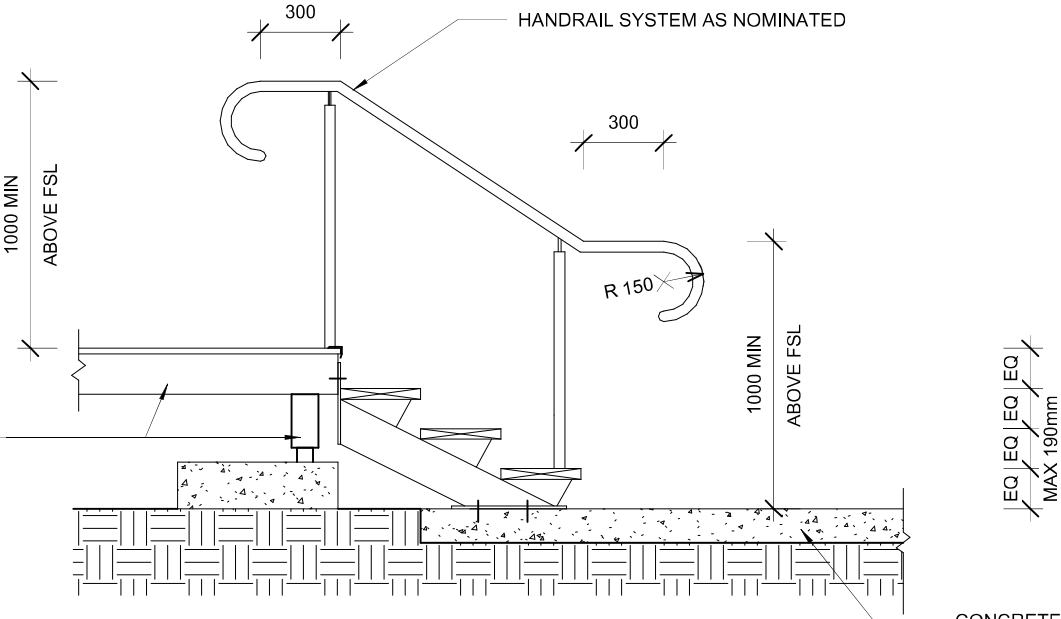
ELEVATION 06

1 : 150@A3

POWER COATED ALUMINUM FRAMED
SLIDING GLASS WINDOWS.
COLORBOND WALL CLADDING

FOOTING SYSTEM REFER TO
ENGINEERS FOOTING DETAILS.

SHS COLUMNS BOLTED THROUGH TO DECK
TO ENGINEERS DETAILS, SELECTED PAINT
FINISH.



TYPICAL STAIR SECTION

1 : 20@A3

FLOOR SUB STRICTURE TO
ENGINEERS DETAILS

CONCRETE PAD TO ENGINEERS DETAILS,
PROVIDED BROOM FINISH

CONSTRUCTION ISSUE

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LOCATION: GROGAN ROAD, STOCKINBINGAL NSW 2725



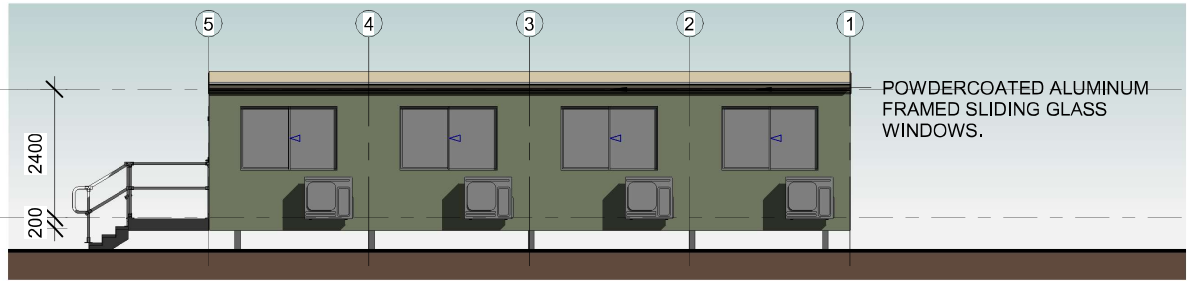
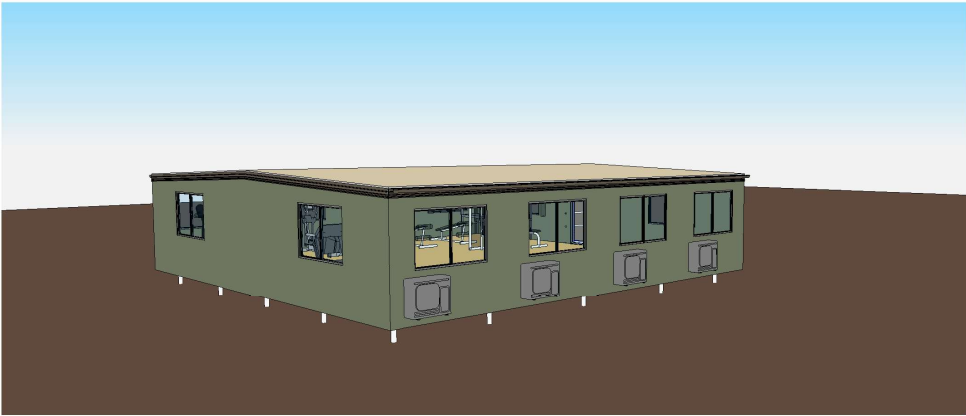
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Ph: 0498 001 535
E-MAIL: acimin@ambd.com.au
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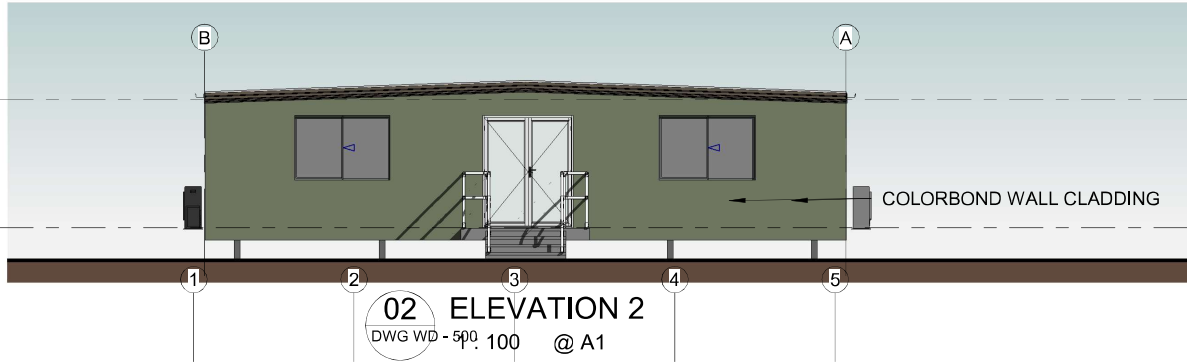
No.	Description	Date	DESIGNED	AN	RECREATION/ ABLUTIONS BUILDING ELEVATIONS & DETAILS
1	BA Issue plans	04/06/25	DRAWN	AN	
			DATE	MAY 2025	
			SCALE	A3	As Noted
			ISSUED	04/06/25	15-25A - 402 - 1

4/06/2025 11:54:37 PM

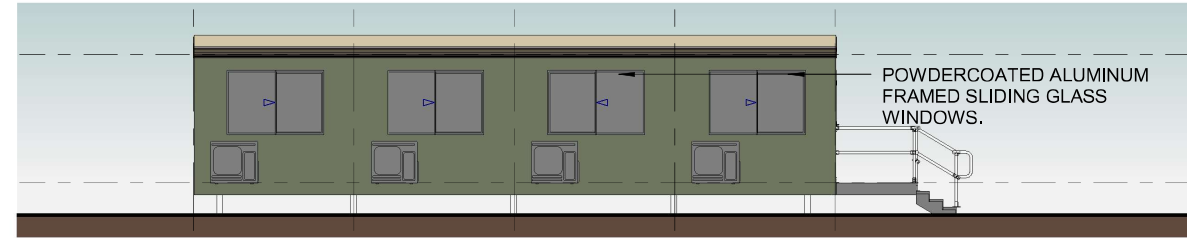
GYM BUILDING



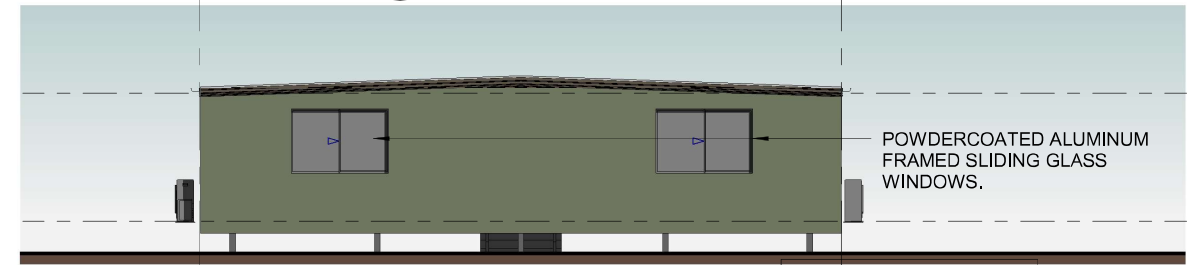
01 ELEVATION 1
DWG WD - 500, 100 @ A1



02 ELEVATION 2
DWG WD - 500, 100 @ A1

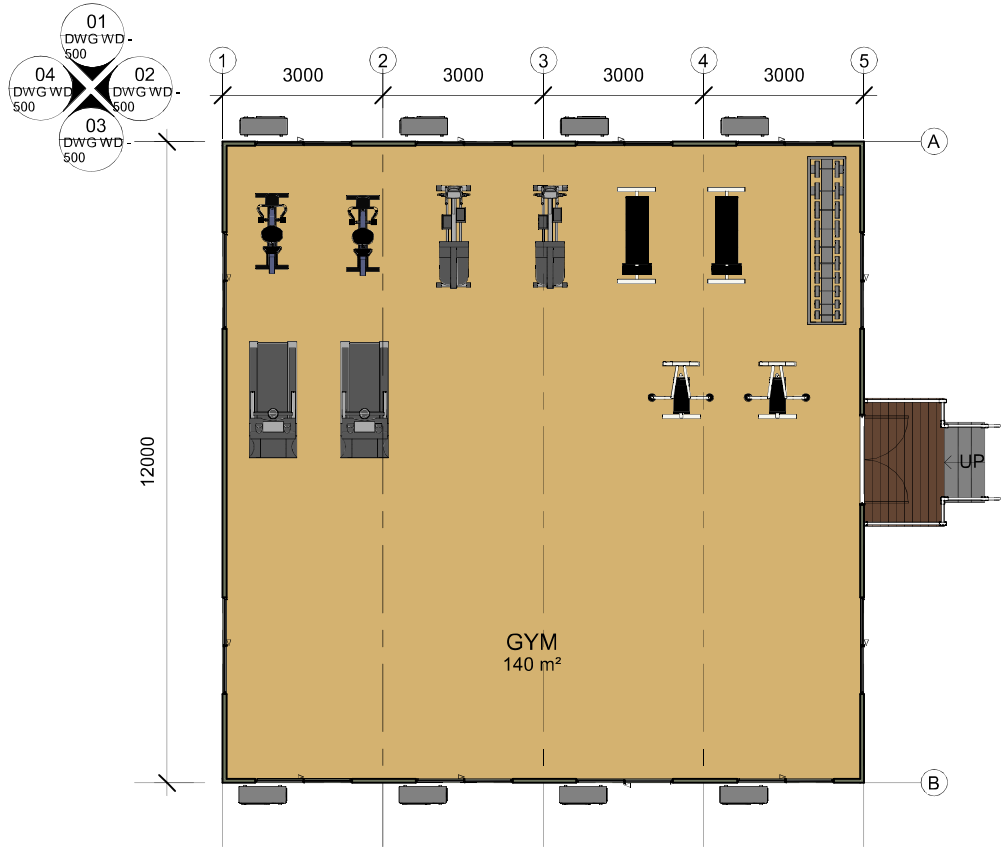


03 ELEVATION 3
DWG WD - 500, 100 @ A1



04 ELEVATION 4
DWG WD - 500, 100 @ A1

CONSTRUCTION ISSUE



GYM
140 m²

NOTE:
ALL STAIRS AND RAMPS MUST HAVE THE MINIMUM SLIP RESISTANCE
AS NOMINATED BY THE NATIONAL CODE OF CONSTRUCTION (N.C.C.)
PERFORMANCE PROVISIONS 'SECTION 11.2.4-SLIP RESISTANCE' REFER
TO COLOURSCHEDULE/ SPECIFICATIONS FOR REQUIRED METHOD TO SUIT FINISH.

NOTE: FIRE EXTINGUISHER
LOCATIONS REFER TO FIRE
LAYOUT BY OTHERS.

THESE PLANS ARE TO BE READ
IN CONJUNCTION WITH STANDARD
ATCO APPROVED PLAN.



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No.	Description	Date	DESIGNED	AM	GYM FLOOR PLANS & ELEVATIONS
1	ISSUE	04/08/25	DRAWN	AM	
			DATE	MAY 2025	
			SCALE	A3	
			ISSUED	04/08/25	
					15-25A - WD - 500 - 1

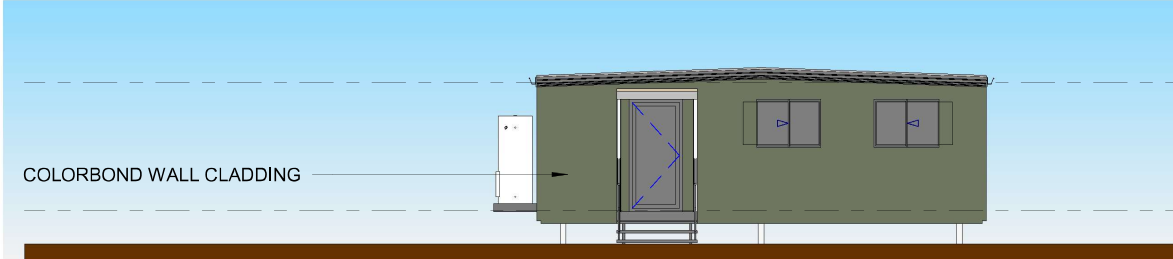
GROUND FLOOR
1 : 100 @ A1

PROJECT : Temporary Workforce Accommodation Facility
CLIENT : QCV
LOCATION: GROGAN ROAD, STOCKINBINGAL NSW 2725

NOTE:
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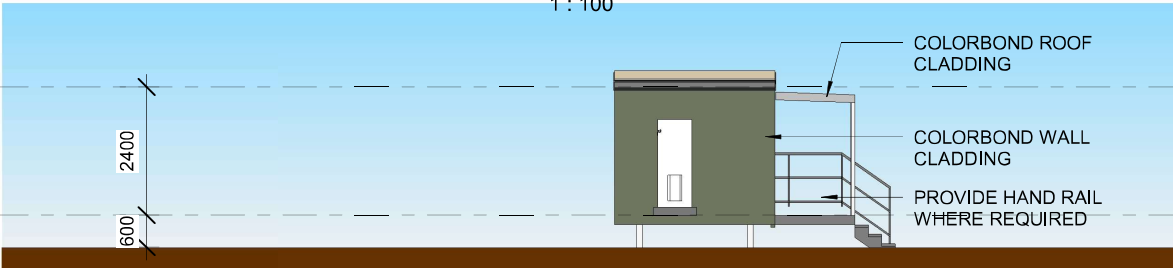
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LAUNDRY BUILDING



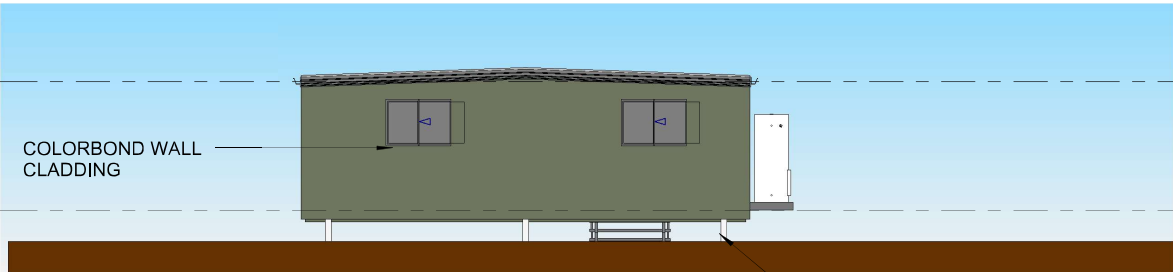
ELEVATION 01

1 : 100



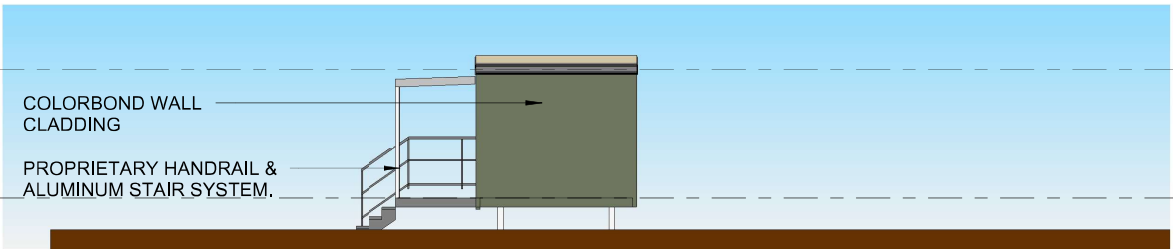
ELEVATION 02

1 : 100



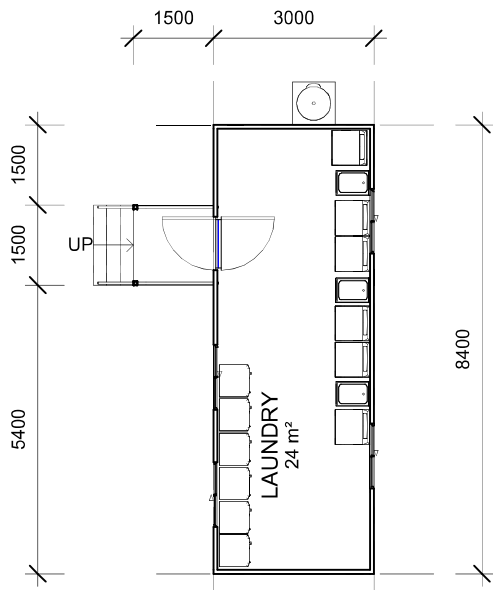
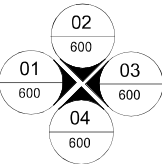
ELEVATION 03

1 : 100



ELEVATION 04

1 : 100

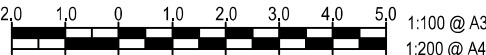


Ground Floor
1 : 100

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INCONJUNCTION WITH STANDARD
ATCO APPROVED PLAN.

NOTE:
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PROJECT : Temporary Workforce Accommodation Facility
CLIENT : QCV
LOCATION: GROGAN ROAD, STOCKINBINGAL NSW 2725



QBC No. 1222804
A/N. No. 37 160 652 675

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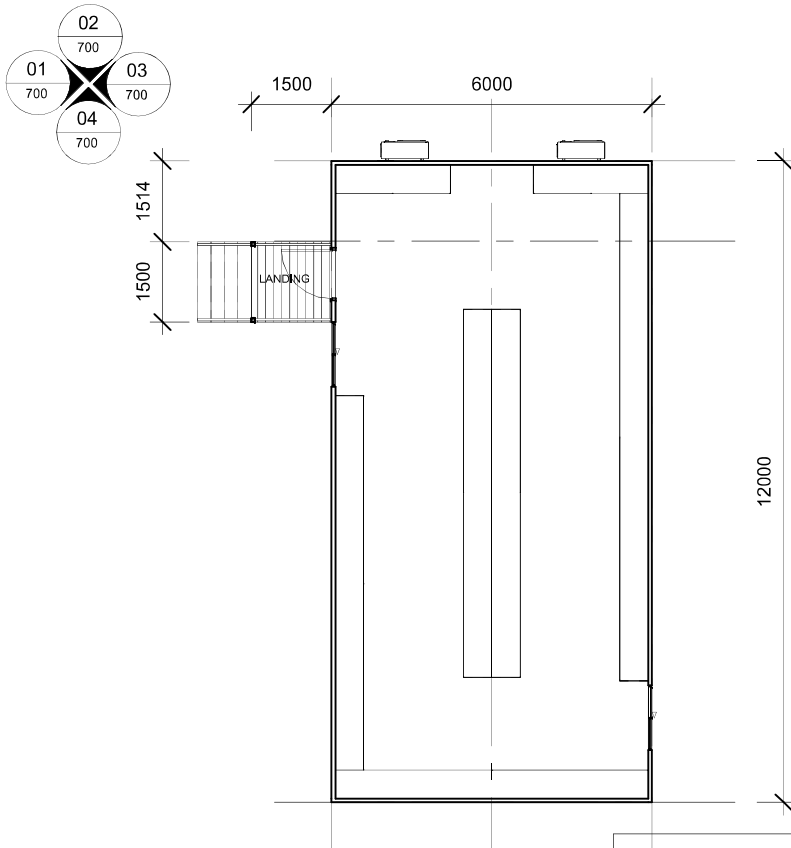
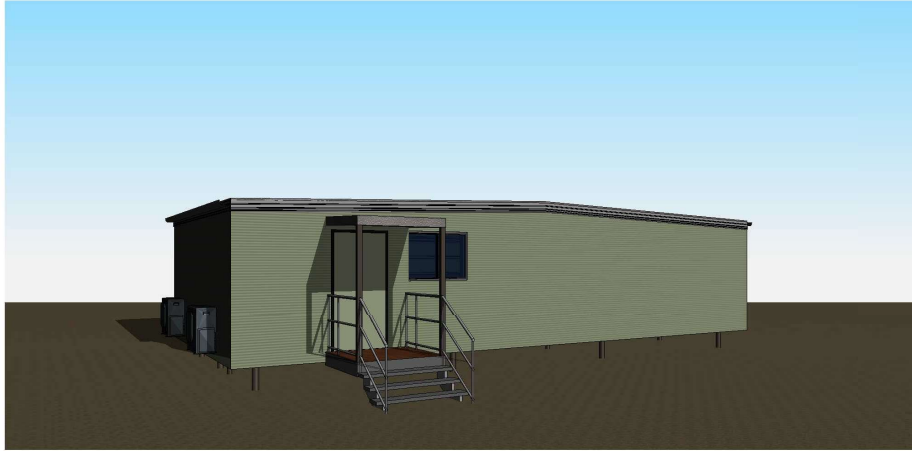


Townsville - Brisbane - Goldcoast

No.	Description	Date	DESIGNED	AM	LAUNDRY BUILDING FLOOR PLAN AND ELEVATIONS
1	BAJAUSE	04/06/25	DRAWN	AM	
			DATE	MAY 2025	
			SCALE	A3 1:100	
			ISSUED	04/06/25	
					15-25A - 600 - 1

5/9/2025 12:28:36 AM

LINEN BUILDING

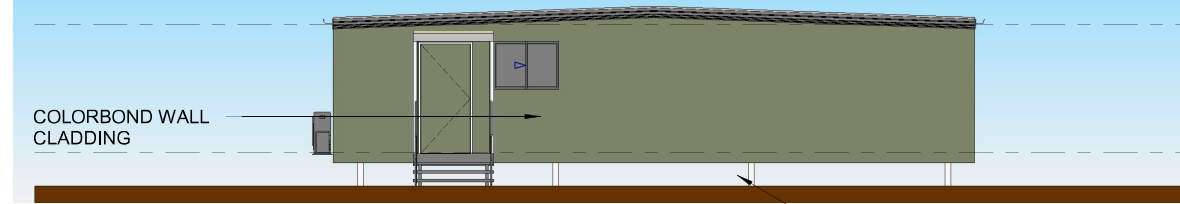


Ground Floor
1 : 100

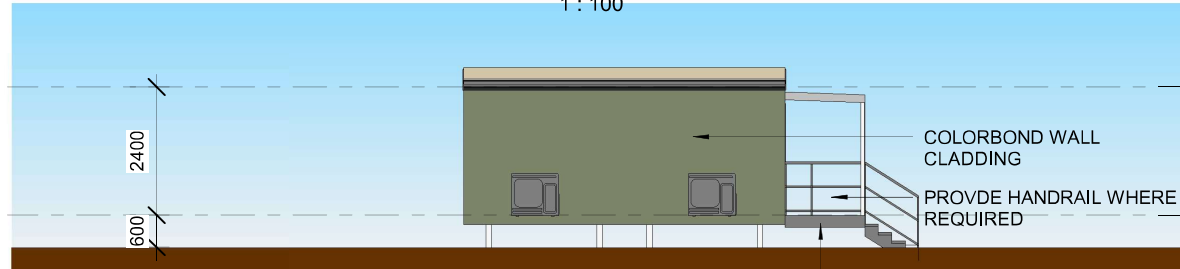
THESE PLANS ARE TO BE READ IN CONJUNCTION WITH STANDARD ATCO APPROVED PLAN.

NOTE:
ALL STAIRS AND RAMPS MUST HAVE THE MINIMUM SLIP RESISTANCE AS NOMINATED BY THE NATIONAL CODE OF CONSTRUCTION (N.C.C) VOLUME 1

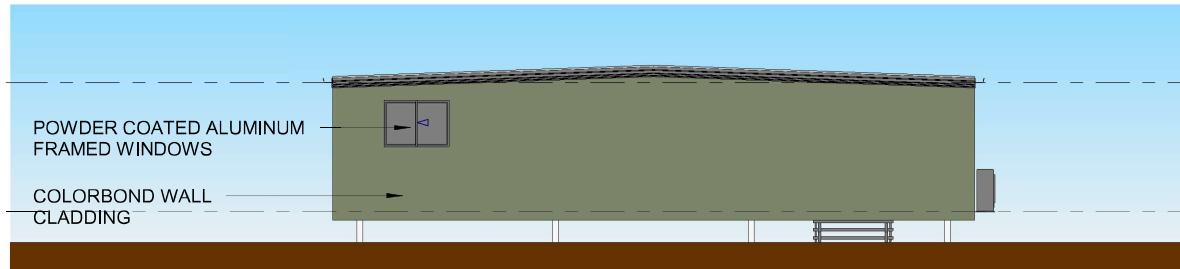
ELEVATION 01
1 : 100



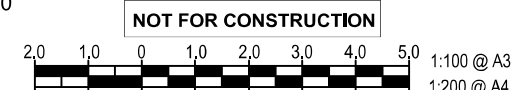
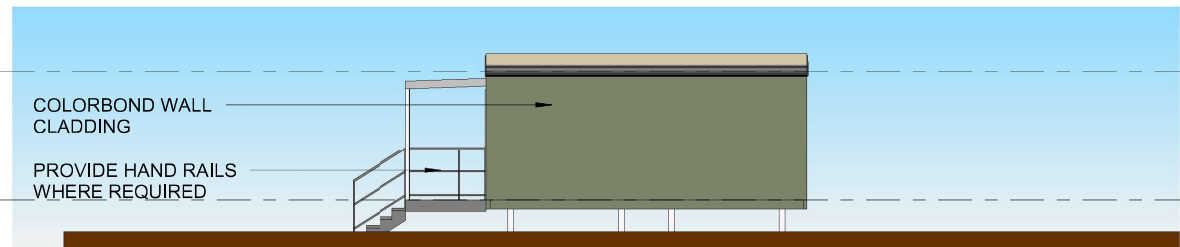
ELEVATION 02
1 : 100



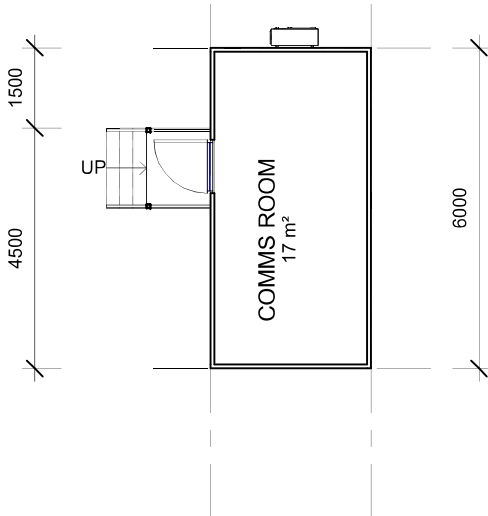
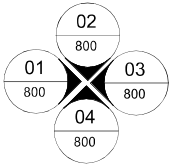
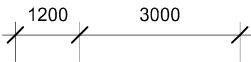
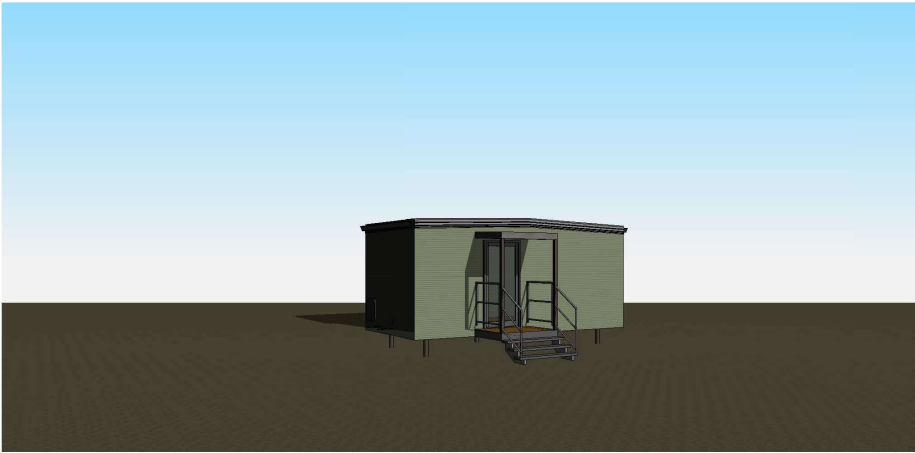
ELEVATION 03
1 : 100



ELEVATION 04
1 : 100



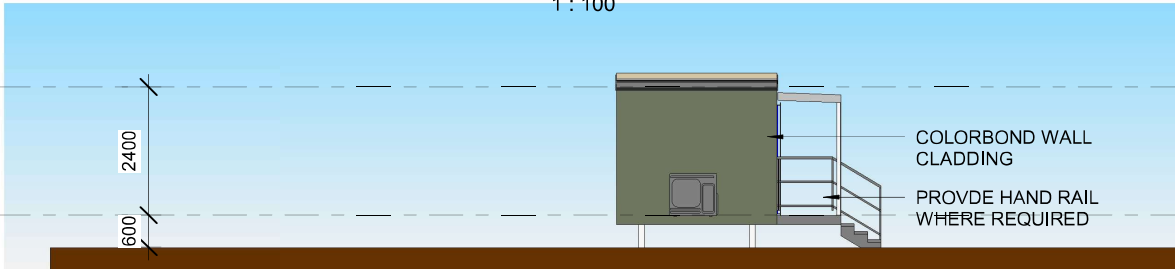
COMMS BUILDING



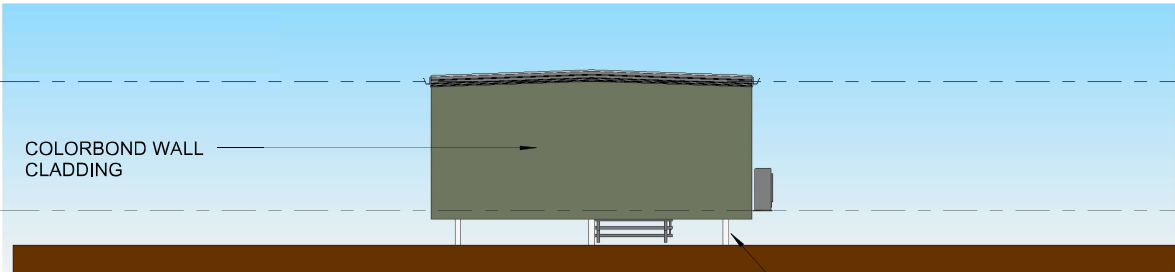
Ground Floor
1 : 100

COLORBOND WALL CLADDING

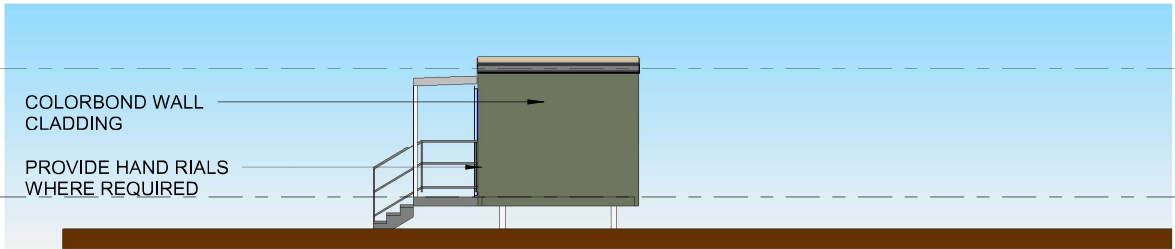
ELEVATION 01
1 : 100



ELEVATION 02
1 : 100



ELEVATION 03
1 : 100



ELEVATION 04
1 : 100

NOT FOR CONSTRUCTION



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CLIENT : QCV
LOCATION: GROGAN ROAD, STOCKINBINGAL NSW 2725



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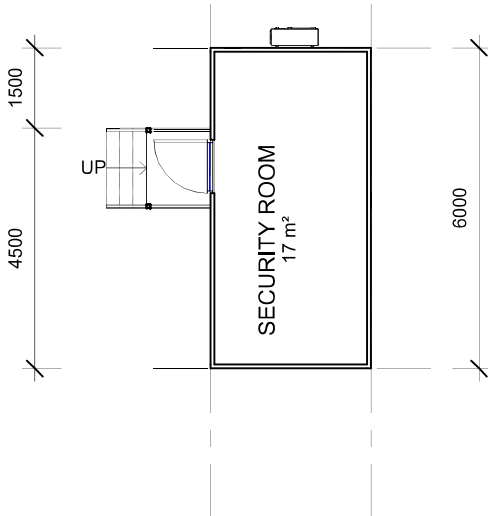
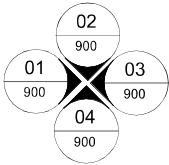
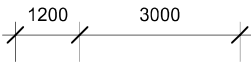
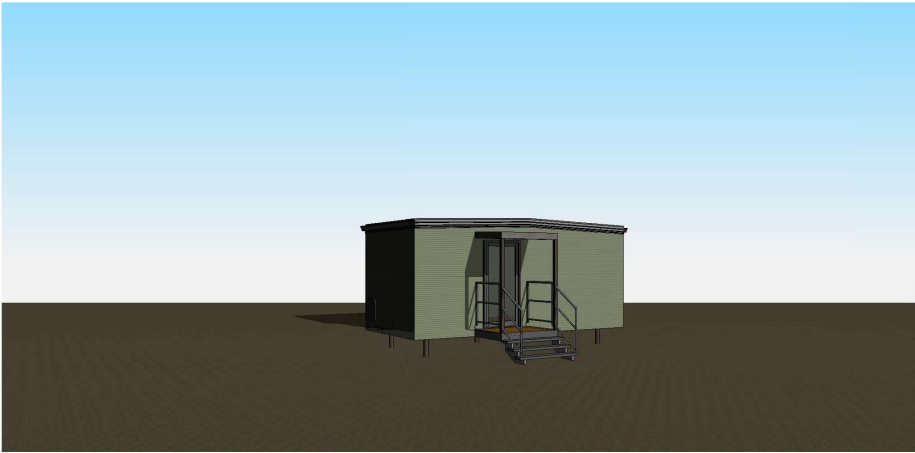
No.	Description	Date
1	BAJAUSE	04/06/25

DESIGNED	AM
DRAWN	AM
DATE	MAY 2025
SCALE	A3 1:100
ISSUED	04/06/25

COMMS BUILDING FLOOR PLAN AND ELEVATIONS
15-25A - 800 - 1

Townsville - Brisbane - Goldcoast

SECURITY BUILDING

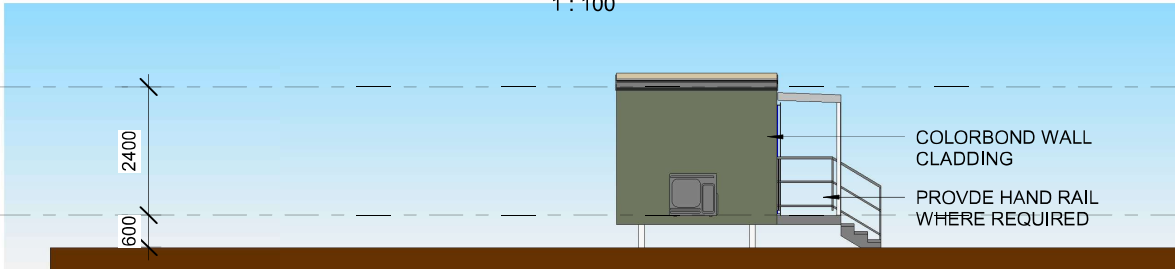


Ground Floor
1 : 100

COLORBOND WALL CLADDING

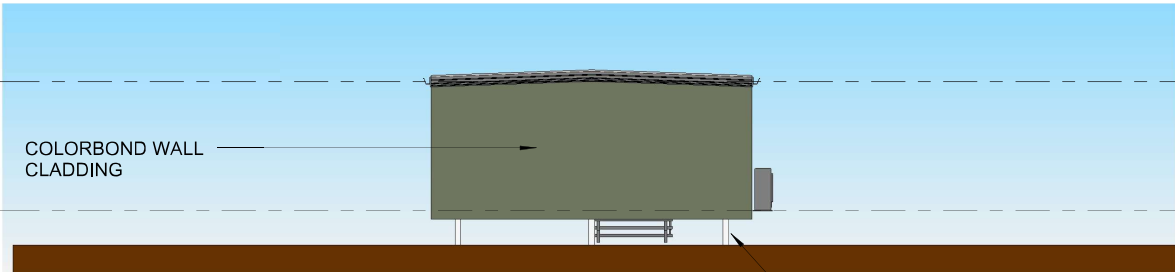
ELEVATION 01

1 : 100



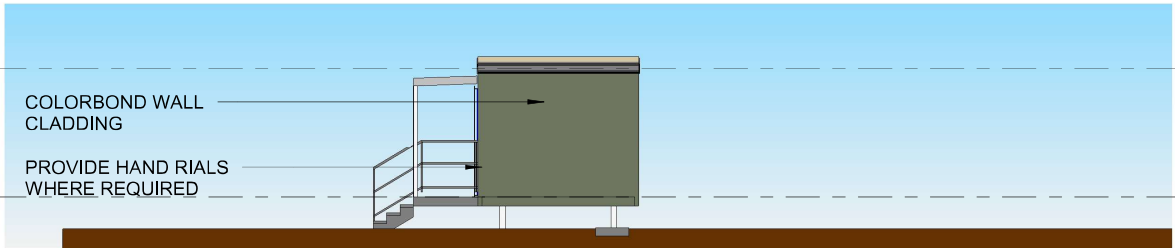
ELEVATION 02

1 : 100



ELEVATION 03

1 : 100



ELEVATION 04

1 : 100

NOT FOR CONSTRUCTION



1:100 @ A3

1:200 @ A4

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QBCC No. 1222804
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Townsville - Brisbane - Goldcoast

No.	Description	Date	DESIGNED	AM	SECURITY BUILDING
1	BAJAUSE	04/06/25	DRAWN	AM	FLOOR PLAN AND
			DATE	MAY 2025	ELEVATIONS
			SCALE	A3 1:100	15-25A - 900 - 1
			ISSUED	04/06/25	

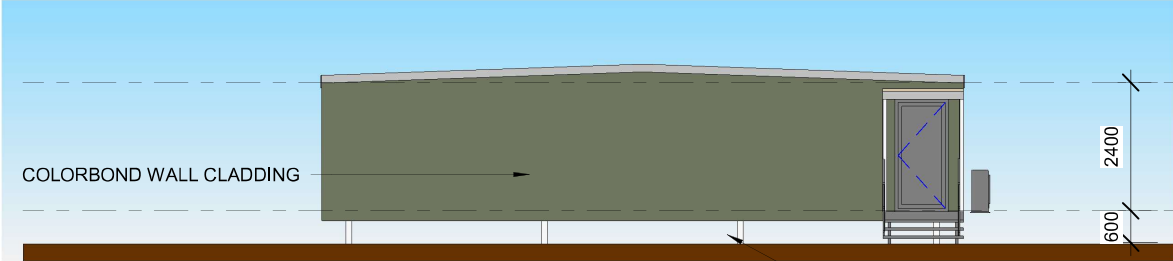
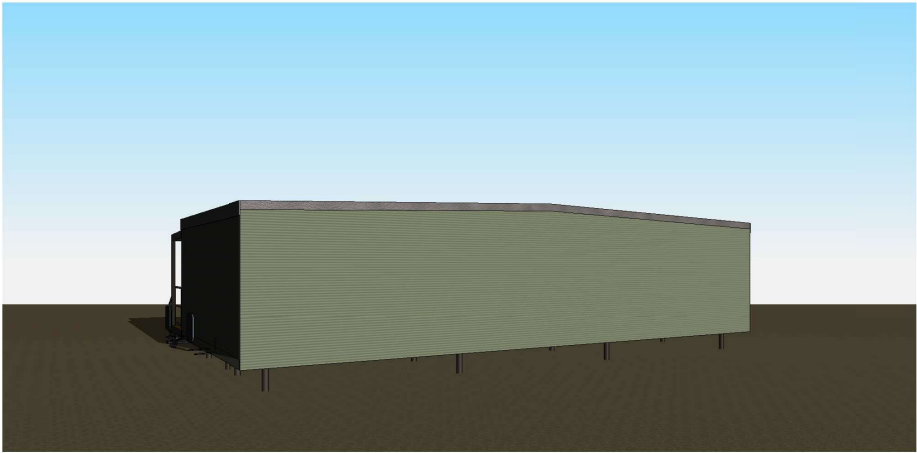
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CLIENT : QCV
LOCATION: GROGAN ROAD, STOCKINBINGAL NSW 2725

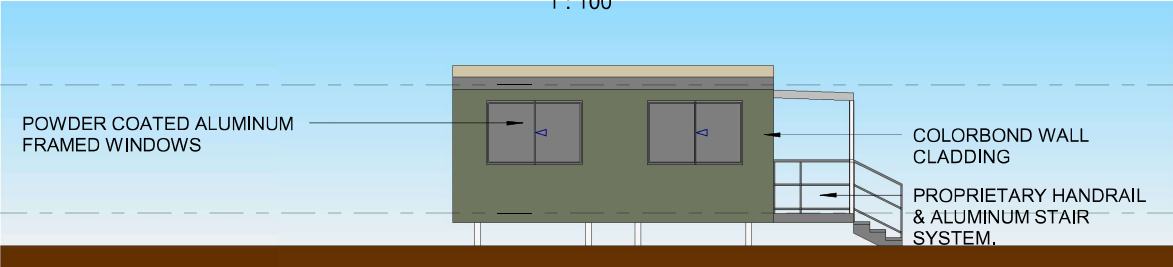


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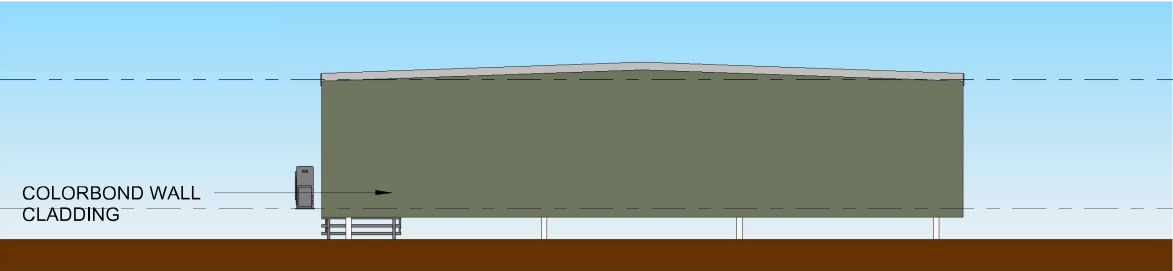
LOCKERS BUILDING



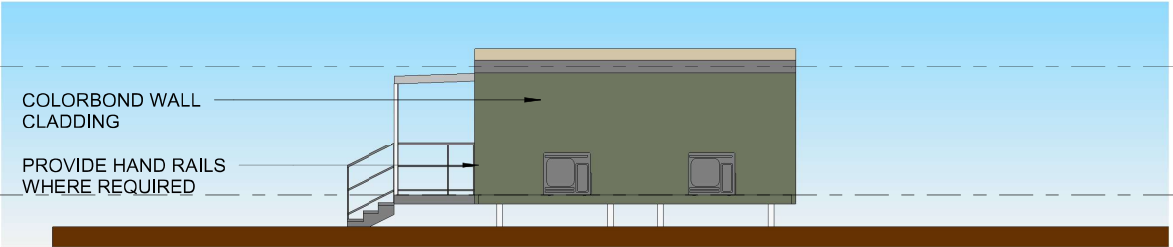
ELEVATION 01
1 : 100



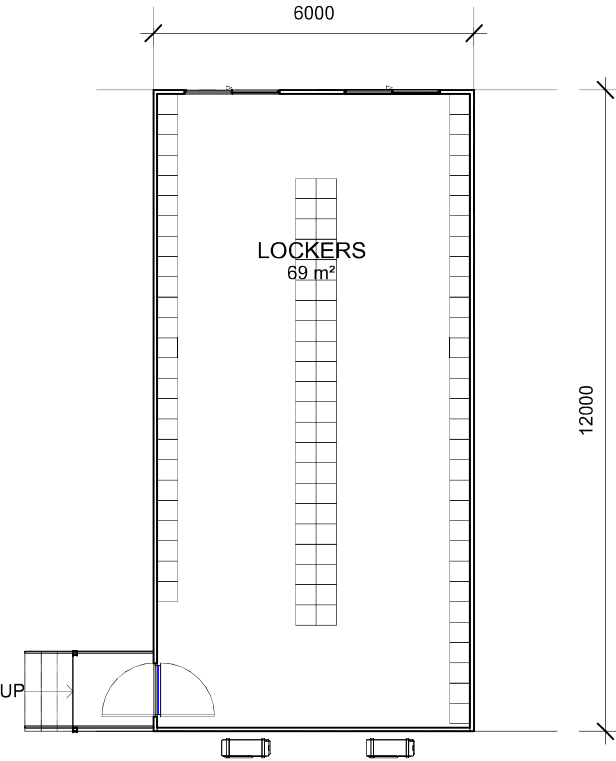
ELEVATION 02
1 : 100



ELEVATION 03
1 : 100



ELEVATION 04
1 : 100



Ground Floor
1 : 100

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CLIENT : QCV
LOCATION: GROGAN ROAD, STOCKINBINGAL NSW 2725

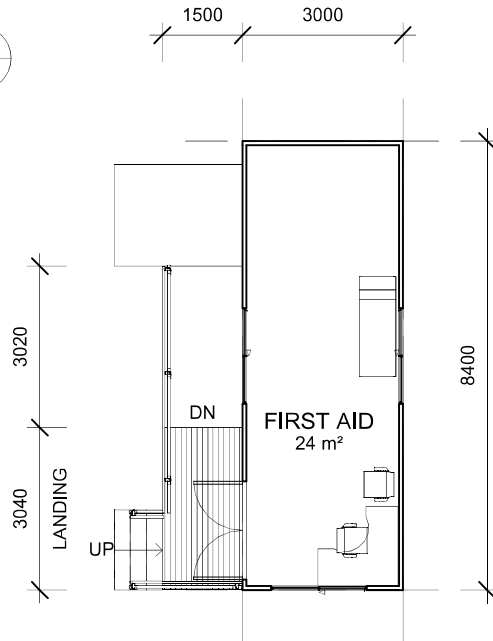
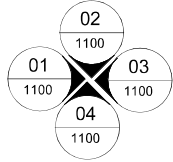


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Ph: 0498 001 535



No.		Description	Date	DESIGNED	AM	LOCKER BUILDING FLOOR PLAN AND ELEVATIONS
1	BA ISSUE		04/06/25	DRAWN	AM	
				DATE	MAY 2025	
				SCALE	A3	
				ISSUED	04/06/25	
						15-25A - 1000 - 1

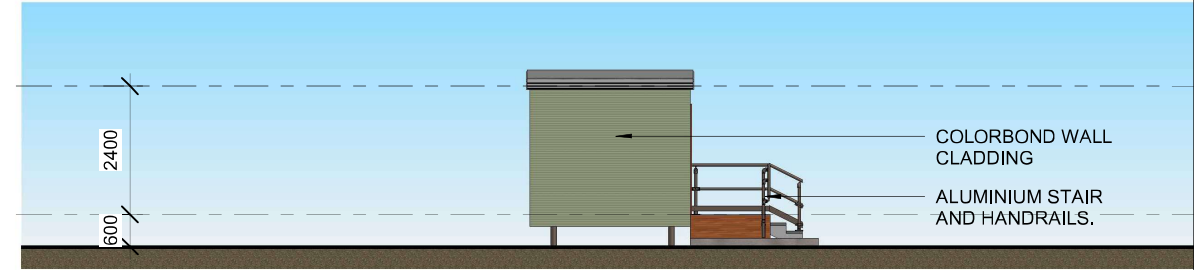
FIRST AID BUILDING



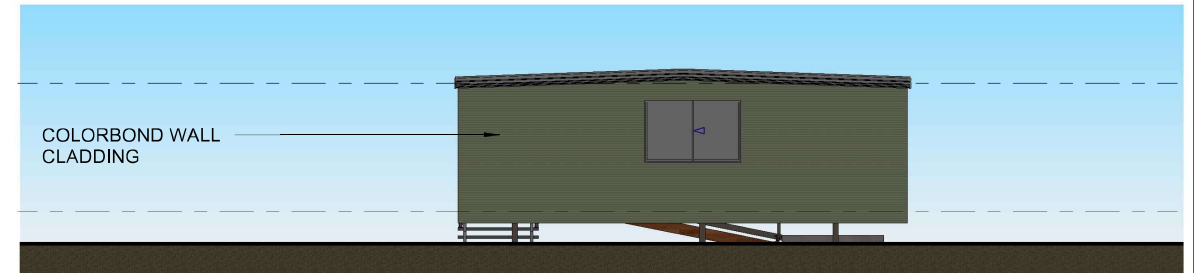
Ground Floor
1 : 100



ELEVATION 01
1 : 100



ELEVATION 02
1 : 100



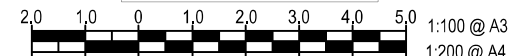
ELEVATION 03
1 : 100



ELEVATION 04
1 : 100

NOTE:
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WITH STANDARD ATCO APPROVED PLAN.

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NOTE:
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PROJECT : Temporary Workforce Accommodation Facility
CLIENT : QCV
LOCATION: GROGAN ROAD, STOCKINBINGAL NSW 2725



QBC No. 1222804
A/N: No. 37 162 652 675

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& DRAFTING SERVICES**
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Ph: 0498 001 535

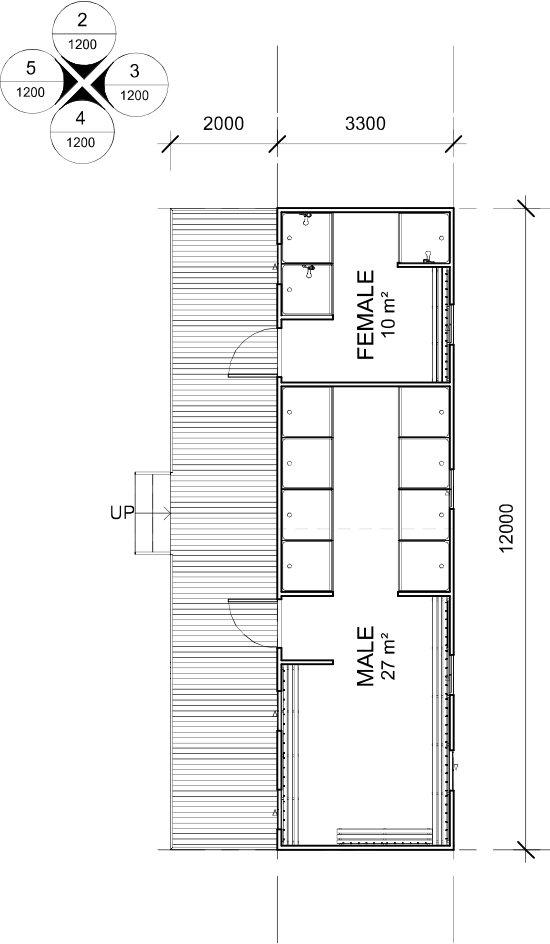


Townsville - Brisbane - Goldcoast

No.	Description	Date	DESIGNED	AM	DATE	SCALE	ISSUED	11/10/21	FIRST AID BUILDING
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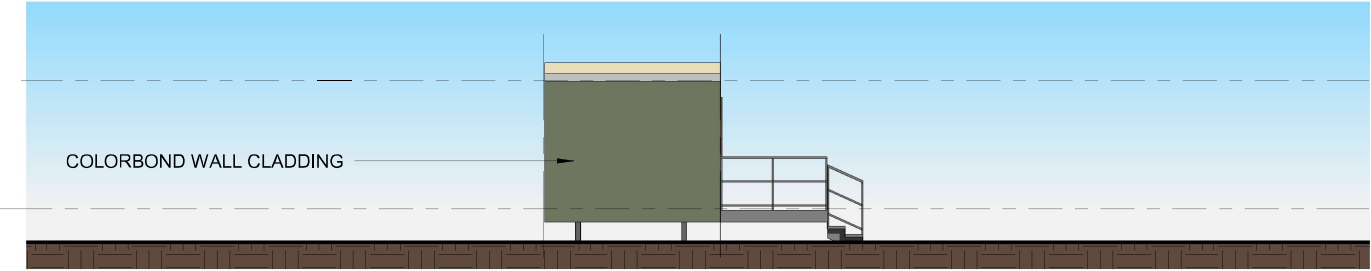
5/9/2025 5:50:07 AM

MGF BATH HOUSE

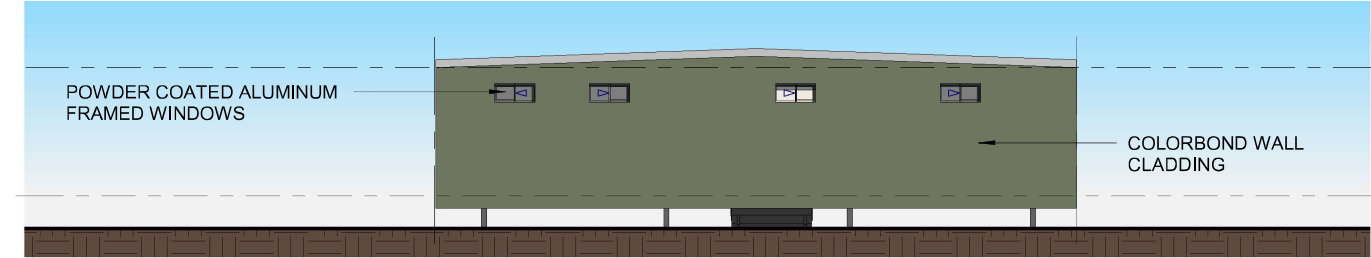


FLOOR PLAN
1 : 100 @ A1

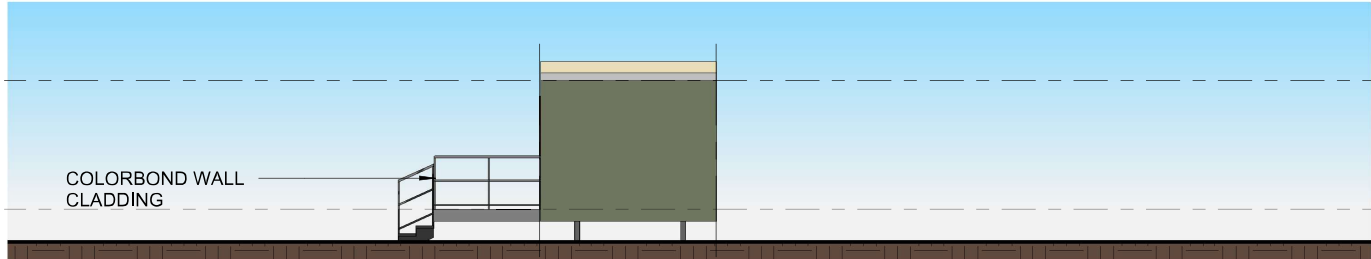
NOTE:
THESE PLANS ARE TO BE READ IN CONJUNCTION
WITH STANDARD ATCO APPROVED PLAN.



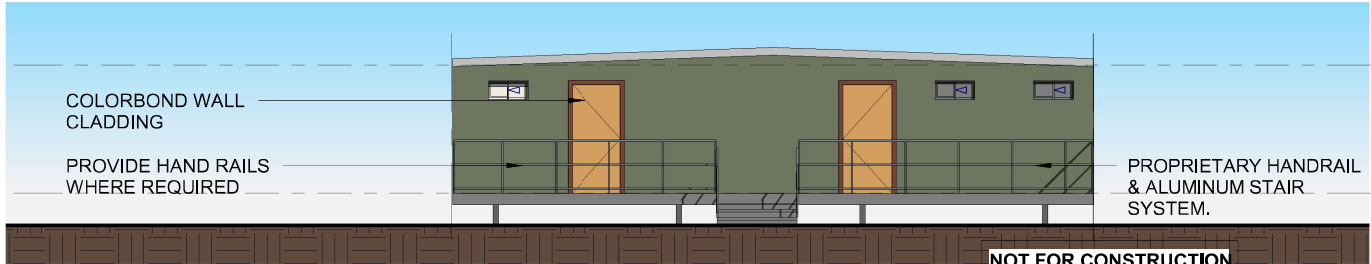
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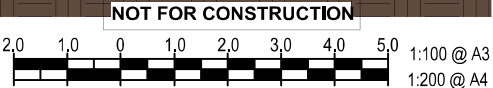
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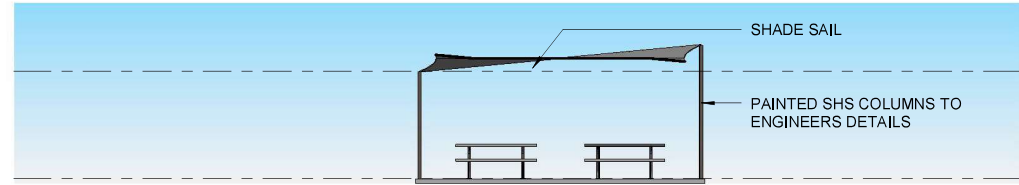
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ELEVATION 4
1 : 100 @ A1

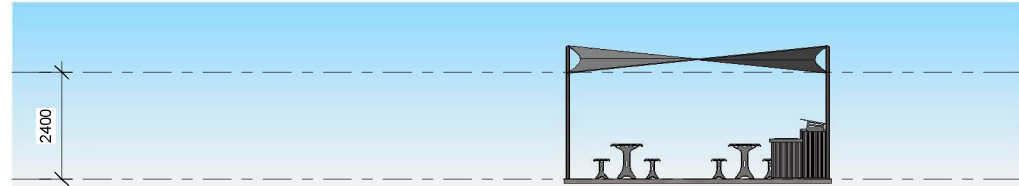


BBQ AREA



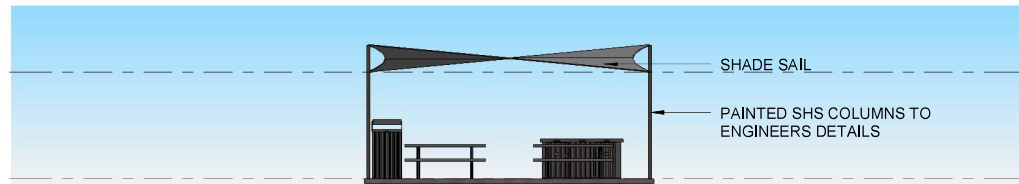
ELEVATION 01

1 : 100



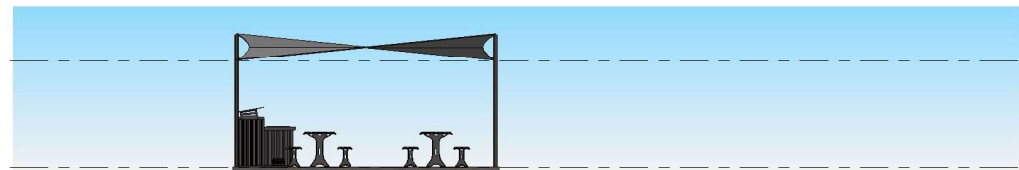
ELEVATION 02

1 : 100



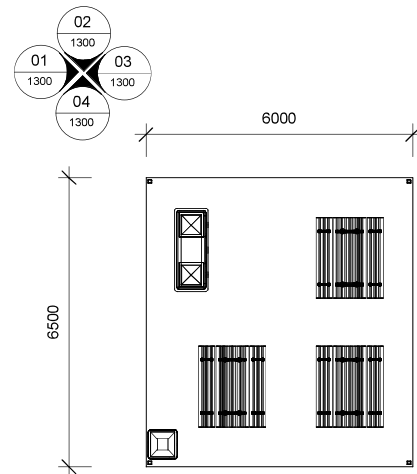
ELEVATION 03

1 : 100



ELEVATION 04

1 : 100



Ground Floor

1 : 100

NOT FOR CONSTRUCTION



NOTE:
- VERIFY ALL DIMENSIONS ON SITE
- NOTED DIMENSIONS TAKE PRECEDENCE OVER
SCALED DIMENSIONS
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PROJECT : Temporary Workforce Accommodation Facility
CLIENT : QCV
LOCATION: GROGAN ROAD, STOCKINBINGAL NSW 2725



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& DRAFTING SERVICES
P.O BOX 8, LABRADOR, QLD 4814
Ph: 0498 001 535

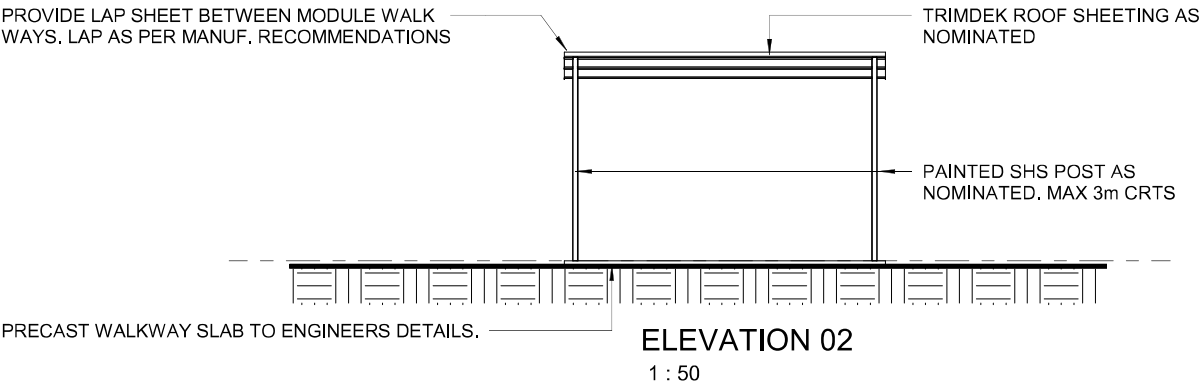
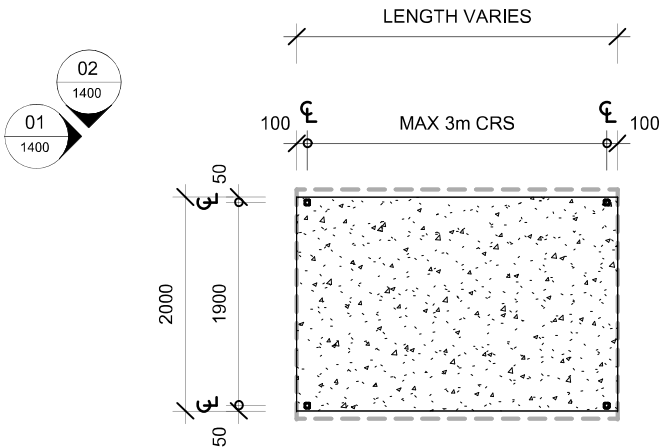
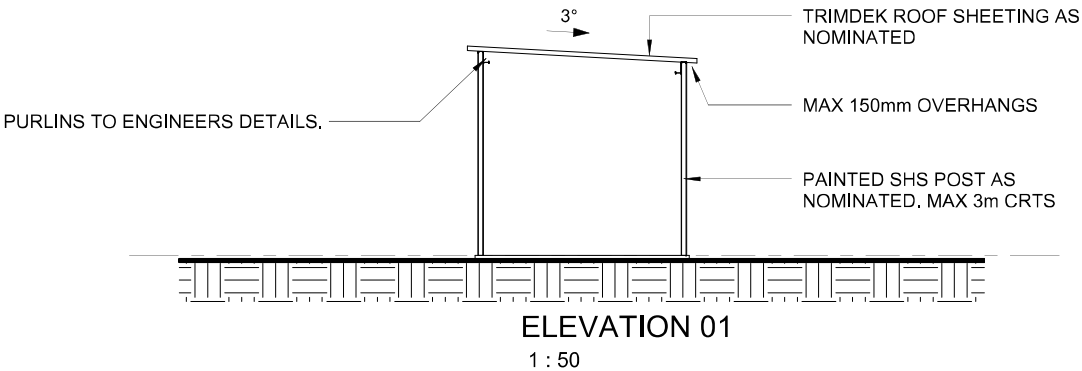
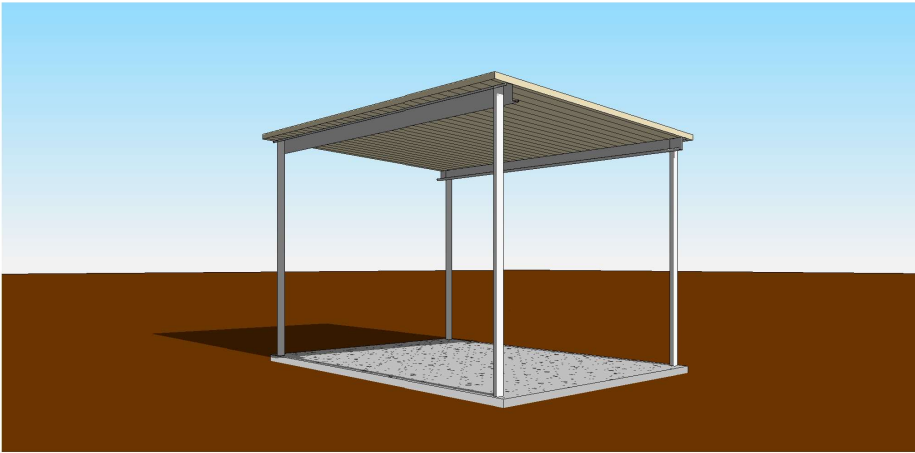


Townsville - Brisbane - Goldcoast

No.	Description	Date	DESIGNED	AM	ASSEMBLY COVERED AREA
A	DATASET	06/05/25	DRAWN	AM	
			DATE	MAY 2025	
			SCALE	A3 1 : 100	
			ISSUED	04/06/25	15-25A - 1300 - A

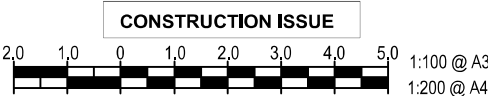
05/05/25 14:45 AM

MODULAR COVERED WALKWAY



FLOOR PLAN

1 : 50



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- NOTED DIMENSIONS TAKE PRECEDENCE OVER SCALED DIMENSIONS
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PROJECT : Temporary Workforce Accommodation Facility
CLIENT : QCV
LOCATION: GROGAN ROAD, STOCKINBINGAL NSW 2725



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P.O BOX 8, LABRADOR, QLD 4814
Ph: 0498 001 535



No.	Description	Date	DESIGNED	AM	2m MODULAR COVERED WALKWAY SYSTEM
1	BA ISSUE	26/09/24	DRAWN	AM	
			DATE	JULY 23	
			SCALE	A3 1 : 50	
			ISSUED	25/09/24	
					15-25A - 1400 - 1



Appendix B – Village Rules

WELCOME TO I2S - STOCKINBINGAL VILLAGE

The Village Office is open and attended daily: **0600hrs – 2000hrs** Phone: **0447 228 850**

There are certain rules and regulations to abide by (the "Village Rules") which are designed for the comfort and convenience of all persons using the village. These Village Rules apply to all residents, employees, and authorised visitors to the village. Unauthorised visitors are strictly prohibited.

- All persons are advised that all State and Commonwealth laws apply within the village.
- All persons are required to conform to normally accepted standards of community behaviour as well as these Village Rules.
- Unlawful or socially unacceptable conduct will not be tolerated.
- All residents use the village and facilities at their own risk and no responsibility or liability for any loss, damage or injury suffered by any resident, whether to the resident's property or person, shall be accepted by SIRROM Pty Ltd or QCV Pty Ltd.
- No relationship of landlord and tenant exists between residents and SIRROM Pty Ltd or QCV Pty Ltd nor shall any such relationship arise by virtue of the provision of accommodation at the Accommodation Village.
- Please use the QR codes provided to report maintenance and to help us improve our service.

RESIDENT'S ACKNOWLEDGEMENT OF RECEIPT OF VILLAGE RULES & GYM USAGE RULES

Residents are required to read, acknowledge their receipt of, and agree to abide by the Village Rules & Gym Usage Rules by completing on arrival the Village Registration Form at the time of their induction prior to being issued with a room key. Occupancy will not be permitted unless these respective forms are completed and signed.

The Village and Gym Rules may be amended by Village Management at any time and amendments will be communicated to residents accordingly. Residents are reminded that in addition to the village rules, State & Federal Laws, employees of some companies may be also subject to Company Policies, Procedures, and Codes of Practice regarding accommodation and behaviour that must also be adhered to whilst residing in the village.

The Village and Gym Rules may be amended by Village Management at any time and amendments will be communicated to residents accordingly.

Breaches of village rules may result in withdrawal of accommodation privileges to the individual or company without further notice.

1. WHS, EMERGENCY PROCEDURES & FIRE PREVENTION

- 1.1 – QCV & SIRROM understand their responsibilities to WHS compliance, therefore all residents and visitors to the village are required to comply with WHS & Emergency procedures and follow direction of Village Management and staff at all times.
- 1.2 – These Village Rules and associated procedures support and in turn are supported by our client company's Policies, Procedures and Codes of Conduct in the interests of Due Diligence and Duty of Care.
- 1.3 – All Visitors and Residents MUST sign in on Arrival and out on Departure as per the Village Procedures to ensure QCV, SIRROM and their own respective employer's compliance to their own and others' safety and accountability including but not limited to Fire Safety requirements.
- 1.4 – All persons will be inducted to the village emergency evacuation procedures & location of firefighting equipment upon first arrival check-in.
- 1.5 – Emergency Evacuation Diagrams are provided in each room and throughout the village. If there is no Emergency Diagram on your room wall, please inform your Site Manager immediately by way of completing a maintenance request form / QR Code.
- 1.6 – Residents are required to study and understand the emergency diagram, village lay-out, evacuation routes, and assembly areas and be familiar with the alarm signals in the event of the village needing to be evacuated.
- 1.7 – Removal of lint from dryers by all tenants is essential to avoid a potential fire within the village.
- 1.8 – Potential WHS, Environmental or fire hazards are to be reported immediately to the Village Manager.
- 1.9 – Firefighting equipment is to be used to fight fires only.
- 1.10 – Village Management have a zero-tolerance policy regarding the removal or tampering with site health and safety equipment including fire protection equipment and this will result in withdrawal of accommodation privileges without exception.

2. SECURITY

- 2.1 – A Security Guard patrols the village **24 hours a day / 7 days a week**. The security officer is stationed in the security office in Block adjacent to the car park. Security Mobile Phone is **0447 228 850**
- 2.2 – Random room key checks are carried out periodically in the village and residents are required to present their room key, state their name, and room number on request to the Village Staff or to gain access to the dining room.
- 2.3 – Accommodation Rooms MUST always be kept locked to deter thieves.

3. ARRIVALS & RETURNS

- 3.1 – The Village administration staff will allocate rooms based on availability and no room changes are permitted without Village Managements approval.
 - Village Management MUST know the whereabouts of all residents in the event of an emergency.
- 3.2 – Arrival & Return check-in is from **2.00pm until 8.00pm (other times by arrangement)** on the day of your booking. Rooms will not be available prior to that time.
- 3.3 – All Residents must "check-in" on arrival or return by signing the registration form and acknowledging acceptance of village rules.
- 3.4 – If you have any special dietary needs, please inform the office staff upon arrival. Dietary needs responsibility resides with the resident.
- 3.5 – Please check your room immediately and direct any maintenance issues, damage, queries & requests or report any concerns to the reception.
- 3.6 – Unauthorised visitors to residents (i.e. persons not residing in the village) and visitors outside of office hours are strictly prohibited without prior authorisation from the Village Manager.

4. LATE ARRIVALS & LOCK OUTS

- 4.1 – Late arrival key drops MUST be prearranged with Village Administration **prior to 7.00pm** on the day of arrival by phone on **0447 228 850**

5. DEPARTURES

- 5.1 – **ACCOMMODATION CHECK OUT TIME IS 10:00am DAILY.**

When departing, you must remove all personal belongings & rubbish from rooms and sign out on the departure sheets outside the reception.

Room keys must be returned to the drop boxes provided outside the Administration Office.

- 5.2 – Failure to sign out as described in 5.1 will incur a replacement key charge as below.

1st lost key \$15.00, 2nd lost key is \$50.00, 3rd lost key information company is informed, and accommodation privileges may be withdrawn.

- If a new key is required to be cut before you can return your key the lost key fee will still apply.

- 5.3 – Emergency departures resulting in a failure to sign out or non-return of the room key MUST be reported to Village Administration Office by the resident's employer within 12 hours of departure. QCV reserves the right to implement check-out discrepancy charges at its discretion.
- 5.4 – Residents not officially allocated permanent rooms must remove all personal belongings on departure.
- 5.5 – All residents must depart the village as per their scheduled departure time or further charges will apply and the availability of your Company's room will be affected. Residents waiting for transfers must check-out and may utilise the Recreation room until their departure from site.

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	QCV-AD001-i2s	1.0	08/07/2025	

6. CLEANING & MAINTENANCE

- 6.1 - Rooms are cleaned on departure OR for stays longer than 7 days please see Reception to have your room added to the schedule.
 - If you wish to have your room cleaned on a nominated day, please make the request with the village reception team.
- 6.2 - Guests are required to maintain a consistently high standard of cleanliness within their allocated room,
 - Permanent rooms found in an unacceptable state WILL NOT be serviced until the room is brought up to an acceptable standard.
- 6.3 - Please keep floors & beds free from personal belongings to assist the cleaning team in performing their duties safely.
- 6.4 - Please use the maintenance request forms, available from both the administration office or QR Code signage for reporting maintenance issues.
- 6.5 - Missing room linen will attract a replacement charge.
- 6.6 - Allocated times for grounds keeping and noisy maintenance in the Village are **5am - 6pm**, please ensure a night shift magnet is placed on your door and respect staff performing their duties during these times.

7. DINING ROOM RULES

7.1. MEALTIMES

MEALTIMES		CRIB TIMES	
BREAKFAST	0330 - 0830	BREAKFAST CRIB MEALS	0330 - 0730
DINNER	1700 - 2030	DINNER CRIB MEALS	1530 - 1930
DINNER COOK TO ORDER	1700 - 2000		

- 7.2 - All persons **MUST** shower and change from work uniforms or exercise clothes prior to entering the dining room.
 - **WORK CLOTHES ARE NOT PERMITTED IN THE DINING ROOM AFTER SHIFT.**
 - **ACTIVEWEAR IS NOT PERMITTED IN THE DINING ROOM AFTER EXERCISE.**
- 7.3 - **Breakfast Dress Code** – Clean PPE or casual attire. No singlets, no sweaty activewear, no sleeveless attire, eskies, or bags will be permitted.
- 7.4 - **Dinner Dress Code** – Casual attire. No PPE, no singlets, no sweaty activewear, no sleeveless attire, eskies, or bags will be permitted.
- 7.5 - All hot meals provided must be consumed in the dining room.
- 7.6 - Hot food from the service Bain Marie **CAN NOT** be taken for crib meals due to food safety regulations & food licence restrictions.
- 7.7 - Food supplied in camp is not for the purpose of taking home.
- 7.8 - Crockery, cutlery, plastic glassware, mugs, and utensils are not to be removed from the dining room.
- 7.9 - Alcohol is not permitted in the dining room at any time.

8. VEHICLES AND CARPARKING

- 8.1 - All vehicle owners and drivers must comply with the requirements of the State Road Rules including observing the posted speed limit (Shared zone).
- 8.2 - Parking of vehicles must be in accordance with parking signs erected within the village area and is not permitted outside designated areas.
- 8.3 - All parking in light vehicle parks are one parking bay per vehicle.
- 8.4 - Unregistered, un-roadworthy, or derelict vehicles are not permitted onsite and vehicle repairs shall not be carried out in the village confines.
- 8.5 - Vehicles **MUST** always be kept locked to deter thieves.
- 8.6 - Village Management do not accept any liability for vehicle or vehicle contents loss or damage.
- 8.7 - Motorcycles **MUST** only be parked in designated carparks and must not be parked on village grounds / near buildings.
- 8.8 - In the interests of safety any vehicle blocking emergency and/or fire equipment will have their vehicle towed at the owner's expense.

9. GENERAL RULES

- 9.1 **Use of toilet/ make up wipes is strictly prohibited.** No flushing of any items down the toilet except for toilet paper and bodily waste.
- 9.2 All rooms are licenced single person accommodation assigned to the person in which name they are booked. Cohabitation is strictly prohibited.
- 9.3 Smoking is strictly prohibited in any room or building or any Breezeway at any time. Designated smoking areas **MUST** be used. Accommodation may be withdrawn for breaches of this policy. Smoke butts must be placed in the receptacles provided, flicking of butts onto the ground or into garden beds is strictly prohibited.
- 9.4 No food preparation or cooking of any kind is permitted in accommodation rooms or on verandas at any time.
- 9.5 All electrical equipment brought into the village must have a current test & tag certification – this is the resident's responsibility.
- 9.6 No articles shall be affixed to walls or furnishings.
- 9.7 The possession or use of the following items is strictly prohibited:
 - Illegal drugs or substances; hazardous substances; pets of any kind; firearms, offensive weapons, and explosives.
- 9.8 Noise curfews from 9:00pm - 5:00am are in effect within the Village for gatherings, parties, or any activity which generates noise or disrupts residents – BBQ's & gatherings will cease at curfew.
- 9.9 A recreation room is provided for your enjoyment with access to tea and coffee 24 hrs. After the noise curfew of 9:00pm, large gatherings with excessive noise are not permitted in the recreation room.
- 9.10 Consumption of alcohol must be in a responsible manner, excesses will not be tolerated and will be considered a breach of village rules
- 9.11 The wet mess operates between the hours of **5.00pm and 9.00pm with last orders at 8.30pm**. There is a **6-standard drink limit** per resident that will be pre-opened.
- 9.12 As the village is a licensed venue, the transport into and consumption of personal alcohol is prohibited.
- 9.13 Laundries are provided free of charge for residents, do not overload machines, force doors open during operation or use excessive amounts of powder to prevent damage.
- 9.14 Gym users must abide by the Gym Usage Rules located at the Gym entrance.
- 9.15 The residents contracting company will be held liable for any instances of wilful damage or removal of village property.
- 9.16 Lost property is held for a period of 30 days, if unclaimed at the conclusion of this holding period, lost property will be discarded.
- 9.17 A storage room is provided for storage of personal belongings during R & R. The combination is available from the village administration.
- 9.18 Please use the feedback forms provided in the dining room to help us improve our service.
- 9.19 Breaches of village rules may result in withdrawal of accommodation privileges to the individual or company without further notice.
- 9.20 Residents are reminded that in addition to the village rules, State & Federal Laws, employees of some companies may be also subject to Company Policies, Procedures, and Codes of Practice regarding accommodation and behaviour that must also be adhered to whilst residing in the village.

THANK YOU FOR YOUR CO-OPERATION, PLEASE ENJOY YOUR STAY – VILLAGE MANAGEMENT



Appendix C – Emergency Response Plan

1 EMERGENCY RESPONSE PLAN

Building Address:	i2s – Stockinbingal Accommodation Village Grogan Road, Stockinbingal
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1.1 Summary

This response and action plan outlines the approved and required actions and responses to emergency situations most likely to occur within an accommodation village.

1.2 Scope

This response plan for the following emergency situations.

These Action Plans applies to all site managers and staff.

ACTION PLAN 1	ACTION - FIRE
ACTION PLAN 2	ACTION - MEDICAL EMERGENCY
ACTION PLAN 3	ACTION - BUSH FIRE
ACTION PLAN 4	ACTION - FLOOD
ACTION PLAN 5	ACTION - CYCLONE
ACTION PLAN 6	ACTION - INFECTION CONTROL PROTOCOLS
ACTION PLAN 7	ACTION - SPILL EMERGENCY
ACTION PLAN 8	ACTION – POWER OUTAGE
ACTION PLAN 9	ACTION – SUSPICIOUS PHONE CALL / BOMB THREAT
ACTION PLAN 10	ACTION - GENERAL EVACUATION PROCEDURE

1.3 Responsibilities & Contact

Role	Name	Contact Details
Building Owner	QCV Pty Ltd	21 Inglestone Rd Wakerley 0418 771 897 graham@gantac.com
Fire Safety Advisor (Plan Reviewer)	Danny Ward	0412 388 116 operations@gantac.com
ECO Chief Wardens (Providers of fire & evacuation instruction coordinators of evacuations)	Manager on Duty	0447 228 850 stockinbingal.manager@sirromcorp.com
Village Warden	Chef on duty	On duty in Kitchen

1.4 Review

This plan must be reviewed annually or if responsible persons, conditions, or requirements change.

1.5 Training

1. General evacuation instructions for the building MUST be provided to a person who starts working in the building no later than 2 days after the person starts working in the building.
2. Workers MUST be provided instruction on first response evacuation procedures no later than 1 month after the person starts working.
3. Annually, the Evacuation coordination instructions for the building MUST be refreshed with the persons responsible for carrying out the evacuation coordination procedures under the building's fire and evacuation plan. (Fire Warden Team)
(Conducted as per ACTION PLAN 10 - GENERAL EVACUATION PROCEDURE)
4. A Fire and evacuation instruction record MUST be kept for each occasion fire & evacuation instructions are given to a person including.
 - (a) the name of each person who was given the instructions.
 - (b) the name of the person who gave the instructions.
 - (c) the date the instructions were given.
 - (d) a brief description of the instructions given.
5. An Evacuation Practice Record MUST be kept of each evacuation practice conducted including:
 - (a) the date of the evacuation.
 - (b) the times when the evacuation started and ended.
 - (c) any action to be taken as a result of the evacuation, including, for example, carrying out a review of the building's fire and evacuation plan or giving additional fire and evacuation instructions.

Definitions as per the Act:

GENERAL EVACUATION INSTRUCTIONS, for a building, means instructions about carrying out the evacuation coordination procedures for the building.

FIRST-RESPONSE EVACUATION INSTRUCTIONS, for a building, means instructions about the method of operation of manually operated fire alarms and firefighting equipment in the building, including at least 1 of the following—

- (a) training in the use of the fire alarms and firefighting equipment.
- (b) a demonstration of the use of manually operated fire alarms and firefighting equipment that are identical, or at least similar to, the fire alarms and firefighting equipment in the building.

GENERAL EVACUATION INSTRUCTIONS, FOR A BUILDING, means instructions about—

- (a) the location of the fire safety reference points for the building; and
- (b) the procedures for evacuating the building safely in the event of a fire or hazardous materials emergency.

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ACTION PLAN 1	ACTION IN CASE OF FIRE	
 PPE	Wardens' helmets; Hi-visibility vest; Enclosed non-slip shoes, Safety glasses, Safety gloves	
 EQUIPMENT REQUIRED	First aid kit	Barrier tape
	Torch & Batteries	Folder / notepad / pen
	Air horns	Mobile phone
	Megaphone	2-way radio
	- Assess the fire from the upwind side and identify the potential hazards to you and others. - Phone – Emergency Services (000). - Emergency transmissions shall commence. EMERGENCY, EMERGENCY, EMERGENCY. The appropriate person will respond to the call and ask the following questions: - Nature of the emergency (fire, first aid etc.) - Your name - Location of the emergency - Help required. - Number of people involved. - Stay on the phone until otherwise instructed. - Establish if: - You cannot fight the fire safely. - You can extinguish the fire safely. - Notify Village Manager, assemble Site ECO Team & Equipment. - Initiate evacuation as required as per evacuation procedure. <i>(ACTION PLAN 10 - GENERAL EVACUATION PROCEDURE)</i> - Isolate the source of the fire if safe to do so. - Remove any additional combustibles without risk to yourself if safe to do so. - Fight the fire if you feel confident to do so. - Use the correct firefighting equipment to extinguish the fire, operate only in accordance with manufacturer's instructions as per your training. - Await arrival of Emergency services and debrief. - Report Incident to QCV Operations, Village Operations and Client Representatives. - If firefighting equipment used to fight the fire (i.e., extinguisher / fire blanket) is depleted, ensure replacement is installed & inspected as soon as practical.	

Method of Use of Fire Fighting Equipment

DRY POWDER	FIRE HOSE REEL	FOAM SPRAY	WATER	CO ₂
				
USE ON: Wood, Paper and Textiles Flammable Liquids Gaseous Fires Live Electrical Equipment	USE ON: Wood, Paper and Textiles DO NOT USE ON: Live Electrical Equipment Flammable Liquids Flammable Metal Fires	USE ON: Wood, Paper and Textiles Flammable Liquids DO NOT USE ON: Live Electrical Equipment Flammable Metal Fires	USE ON: Wood, Paper and Textiles DO NOT USE ON: Live Electrical Equipment Flammable Liquids Flammable Metal Fires	USE ON: Flammable Liquids Live Electrical Equipment DO NOT USE ON: Wood, Paper and Textiles Hold horn when operating

Fire blanket

Use for smothering fires

Kitchen Fires



1. Cover burning material completely by placing centrally on fire
2. Switch off heat
3. Leave covered until cool

Clothing Fires



1. Smother flames

Discard After Use!

ACTION PLAN 2	ACTION IN CASE OF MEDICAL EMERGENCY		
 PPE	Safety glasses, Safety gloves,		
 EQUIPMENT REQUIRED	First aid kit	Resuscitation Face Shield	Mobile phone
	1. Survey the scene. 2. Primary survey of casualty. 3. Obtain medical aid. 4. Phone – Local Emergency Services (000) a) Emergency transmissions shall commence. EMERGENCY, EMERGENCY, EMERGENCY b) The appropriate person will respond to the call and ask the following questions: - Nature of the emergency (first aid etc.) - Your name - Location of the emergency - Help required. - Number of people involved. - Stay on the phone until otherwise instructed. 5. Secondary survey of casualty. 6. Support and monitor until relieved by Emergency services. 7. Debrief. 8. Record and Report incident to QCV Operations, Village Operations and Client Representatives.		
	APPLICATION OF FIRST AID Application of first aid shall follow the principles as stated in the first aid handbook. I. Danger – check for danger II. Response – check for response III. Send for help – contact emergency services. IV. Airways – clear airways V. Breaths – check for breathing VI. Compressions – begin CPR. VII. Defibrillate – use AED defibrillator if available & continue CPR until assistance arrives		

ACTION PLAN 2

ACTION – SNAKE AND INSECT BITES

Snakes - All snakes should be treated as dangerous and must not be aggravated, if possible.

1.1 Follow the basic precautions and do not approach the snake.

1.2 Raise the alarm and contact a qualified snake handler.

1.3 Monitor the location and actions of the snake from a safe distance.

1.4 The handler will capture and remove the snake from the general population.

NOTE: Snakes are a protected species and should not be harmed unnecessarily.

Insects – once identified as potentially hazardous, the infected area should be quarantined.

2.1 Spiders - Cobwebbing procedures should be conducted.

2.2 Wasp nests – These should be sprayed using Wasp Killer under controlled conditions.

INSECT BITES

Severe allergic reactions (anaphylaxis) from insects are usually due to bees or wasps.

Reactions (anaphylaxis) from insects are usually due to bees or wasps.

ACTION IN EVENT OF SNAKE BITE:
Follow DRSABCD Action Plan.
Urgent medical aid. Call Triple Zero (000) for an ambulance.
Ensure the casualty does not move.
Lay the casualty down, rest and reassure.
If the bite is on a limb, apply a broad pressure bandage over the bite site as soon as possible.
Then apply a further elasticised or firm bandage - start at fingers or toes and move up the limb as far as can be reached. Apply tightly but without stopping blood flow.
Splint the limb including the joints on either side of the bite.
Write down the time that the casualty was bitten and when the bandage was applied.
If the casualty becomes unconscious and not breathing normally, Commence CPR and Defibrillation.
Do not.
Wash the venom off the skin (aids in identification).
Cut the bitten area and try to suck the venom out of the wound.
Use a tourniquet.
Try and catch the snake.
Signs and symptoms
Visible in an hour or more after the person has been bitten, In children, signs and symptoms may appear within minutes.
Paired fang marks, but often only a single mark or a scratch mark may be present and may bleed.
Nausea, vomiting and diarrhoea.
Headache, drowsiness, giddiness, or faintness.
Double or blurred vision, drooping eyelids.
Voice changes, trouble speaking or swallowing. Pain or tightness in the throat, chest, or abdomen.
Breathing difficulties, respiratory weakness, or arrest.

ACTION IN EVENT OF INSECT BITES AND STINGS:
Follow DRSABCD Action Plan

Bee/wasp sting: remove the sting by scraping sideways with fingernail or sharp object.

Tick bite: If any signs of allergic reaction or casualty has a known allergy - DO NOT remove the tick.
If any signs of allergic reaction or casualty has a known allergy - the tick must be killed where it is rather than removed if you have the appropriate equipment to do so. This should be performed in a safe place with medical aid.
Apply a cold pack directly over the bite site to relieve pain.
Monitor casualty and seek medical aid if necessary.
If severe allergic reaction, call Triple Zero (000) for an ambulance. If the casualty is carrying their own adrenaline auto-injector (EpiPen®) it should be given immediately.

Caused by
Bites or stings from an insect.
Signs and symptoms
Pain at the site (sometimes extreme).
Swelling and redness
Muscle weakness (tick bite)
Difficulty in breathing and swallowing
Itchy and painful blisters.

ACTION PLAN 3	ACTION IN CASE OF BUSH FIRE	
 PPE	Wardens' helmets; Hi-visibility vest; Enclosed non-slip shoes, Safety glasses, Safety gloves	
 EQUIPMENT REQUIRED	First aid kit	Barrier tape
	Torch & Batteries	Folder / notepad / pen
	Air horns	Mobile phone
	Megaphone	2-way radio
	1. Monitor Status – Bushfires are reported in the area. Monitor the fire reports via radio alerts. - Information should also be sought from state emergency services office. - Consult with QCV Operations, Village Operations and Client Representatives.	
	2. Conduct an emergency response meeting. Status - Village is projected in the fires path. An emergency response meeting shall be held with ECO, staff, residents, and visitors, in consultation with the QCV Operations, Village Operations and Client Representatives. The meeting shall include: - Overview of the emergency. - Plans for addressing the emergency. - Allocation of emergency tasks. - Communication strategies. - Contingency plans and egress paths.	
	3. Preparation of property for bushfire Property shall be prepared and protected if safe to do so: - Ensure fire breaks are adequate and maintained. - Remove combustibles to a safe location. - Remove unnecessary vehicles to a safe location. - Close window / doors / vents.	
	4. Securing of records for bushfire Before evacuation or defence against a natural disaster, records shall be secured if safe to do so: - Ensure online backups of accommodation systems completed. - Back up internal drives onto Portable Hard Drive.	

ACTION PLAN 3

ACTION IN CASE OF BUSH FIRE

5. Evacuation

If evacuation is the chosen course of action:

- Evacuate residents and staff as per recommendations and directives of civil authorities in consultation with QCV Operations, Village Operations and Client Representatives.
(ACTION PLAN 10 - GENERAL EVACUATION PROCEDURE)

6. Defence of persons and property

If evacuation is deemed unnecessary or impossible, preparation shall be made to defend persons and property from harm: the main front of the fire is expected to pass within 15 minutes.

a) Outside preparations

- Form Emergency Response Teams with 2 - 3 members on each team.
- Ensure all fire hoses in the path of the fire are staffed.
- Wet down all perimeter buildings in the path of the fire as water availability permits.
- Prepare mop and water bucket stations for beating ground fire.
- Ensure fire extinguishers are accessible.
- Prepare ladder if available for roof spark ignition.

b) Inside preparations

- Prepare shelter in building furthest from path of fire with highest fire resistance.
- Ensure fire extinguishers are accessible.
- Remove curtains from windows.
- Fill sinks with water.
- Put wet towels under door gaps.
- Prepare as much drinking water as possible.
- Secure possible emergency rations.
- Use battery powered radio for updates.

7. Post fire front activities

- Remain inside until after the front of the fire has passed.
- When safe to do so, check outside of building and roof for signs of smouldering or fire, wet down external surfaces of building.
- Assist others as safe to do so, first aid response of necessary.

Assess damage and report to QCV Operations, Village Operations and Client Representatives.

ACTION PLAN 4	ACTION IN CASE OF FLOOD	
 PPE	Wardens' helmets; Hi-visibility vest; Enclosed non-slip shoes, Safety glasses, Safety gloves	
 EQUIPMENT REQUIRED	First aid kit	Barrier tape
	Torch & Batteries	Folder / notepad / pen
	Air horns	Mobile phone
	Megaphone	2-way radio
	- Preparation - QCV Operations, Village Operations Management & Client Representative are notified of the threat. - Site ECO teams are refresher trained in evacuation & emergency management procedures. - ECO Kits and emergency equipment is checked for adequacy. - Emergency contact details are reviewed and updated. - Stock on hand levels is increased to exceed projected emergency duration requirements. - Site is placed in wet season / flood ready state of preparedness. - Monitor Status – Flood warnings are issued by authorities. Monitor the flood warnings via radio alerts and Bureau of meteorology website: - Information should also be sought from state emergency services office. - Consult with QCV Operations, Village Operations and Client Representatives. - Conduct an emergency response meeting. (Status – camp is in the projected flood zone) An emergency response meeting shall be held with ECO, staff, residents, and visitors, in consultation with the QCV Operations, Village Operations and Client Representatives The meeting shall include: - Overview of the emergency. - Plans for addressing the emergency. - Allocation of emergency tasks. - Communication strategies. - Contingency plans and egress paths. - Preparation of property for flood Property shall be prepared and protected if safe to do so: - Remove unnecessary vehicles. - Remove or lift water susceptible property. - Turn off utilities. - Sandbag where possible. - Seal wall and floor vents if necessary.	

ACTION PLAN 4

ACTION IN CASE OF FLOOD

5. Securing of records for flood

Before evacuation or defence against a natural disaster, records shall be secured if safe to do so:

- Ensure online backups of accommodation systems completed.
- Back up internal drives onto Portable Hard Drive.

6. Evacuation

If evacuation is the chosen course of action:

- Evacuate residents and staff as per recommendations and directives of civil authorities in consultation with QCV Operations, Village Operations and Client Representatives.
(ACTION PLAN 10 - GENERAL EVACUATION PROCEDURE)

7. Defence of persons and property

If evacuation is unnecessary or impossible, preparation shall be made to defend persons and property from harm.

- Form Emergency Response Teams with 2 - 3 members on each team.
- Prepare as much drinking water as possible.
- Secure possible emergency rations.
- Use battery powered radio for updates.
- Ensure torch is available.
- Prepare emergency bedding.

8. Post flood activities

- Assist others as safe to do so, first aid response of necessary.
- Conduct a site safety inspection.
- Clean out premise.
- Assess damage and report to QCV Operations, Village Operations and Client Representatives.

ACTION PLAN 5	ACTION IN CASE OF CYCLONE	
 PPE	Wardens' helmets; Hi-visibility vest; Enclosed non-slip shoes, Safety glasses, Safety gloves	
 EQUIPMENT REQUIRED	First aid kit	Barrier tape
	Torch & Batteries	Folder / notepad / pen
	Air horns	Mobile phone
	Megaphone	2-way radio
	1. Preparation - QCV Operations, Village Operations Management & Client Representative are notified of the threat. - Site ECO teams are refresher trained in evacuation & emergency management procedures. - ECO Kits and emergency equipment is checked for adequacy. - Emergency contact details are reviewed and updated. - Stock on hand levels is increased to exceed projected emergency duration requirements. - Site is placed in inclement weather ready state of preparedness. Category 1-2 cyclone warning, village to remain open with residents to limit moving around the village. - Residents to stay in rooms prior to and during cyclone. Delivery of food and water to rooms in preparation for cyclone impact to be completed by Village Staff. Category 3 or above Village to be evacuated. <i>(ACTION PLAN 10 - GENERAL EVACUATION PROCEDURE)</i> 2. Monitor Status – Cyclone Category 1 & 2 or tropical low has formed in the area. Monitor the low-pressure system via radio alerts and Bureau of meteorology website. - Information should also be sought from state emergency services office. - Consult with QCV Operations, Village Operations Management & Client Representative. 3. Conduct an emergency response meeting. Status – Cyclone Category 1 & 2 track is directed towards the camp. An initial emergency response meeting shall be held with ECO, staff, residents, visitors, in consultation with the QCV Operations, Village Operations Management & Client Representative. Following meetings to be with contract supervisors/ nominated area wardens for each block (max 24rooms) every 2 hours or more frequently as required. Form Emergency Response Teams- Contract Supervisors and nominated area wardens.	

ACTION PLAN 5

ACTION IN CASE OF CYCLONE

Nominated Warden Responsibilities: Attend meetings as requested, given contact details of residents in their areas (max 24 residents), ensure residents in their areas are kept up to date and be their single point of contact.

The meeting shall include:

- Overview of the emergency.
- Plans for addressing the emergency.
- Residents onsite with contact details.
- Allocation of emergency tasks.
- Communication strategies.
- Contingency plans and egress paths.
- Village staff to commence tie down procedures as per Gale-force Wind Checklist

4. Preparation of property for cyclone Category 3 or above

Status - Gale force winds are expected to impact the site within 12 hours.

- Advise Employers of residents to remove their staff from site.
- Remove all resident vehicles and any unnecessary vehicles.
- Conduct final property inspection to identify remaining wind hazards.
- Update meeting with all staff and residents.
- Prepare to shut down gas.

5. Securing of records for cyclone

Before evacuation or defence against a natural disaster, records shall be secured if safe to do so:

- Ensure online backups of accommodation systems completed.
- Back up internal drives onto Portable Hard Drive.

6. Evacuation Category 3 or above

Status - gale force winds are expected to impact the site within 6 hours.

If evacuation is the chosen course of action:

- Contact Residents Employers to organise evacuation of residents and staff as per recommendations and directives of civil authorities in

7. Defence of persons and property

If evacuation is unnecessary or impossible, preparation shall be made to defend persons and property from harm.

- Prepare as much drinking water as possible.
- Secure possible emergency rations.
- Use battery powered radio for updates.
- Ensure torch is available.
- Prepare emergency bedding.
- Retreat to the most storm secure location assessed with current information.

8. Post cyclone activities

Status – cyclone or threat of severe winds has passed.

- Assist others as safe to do so, first aid response of necessary.
- Ergon Energy check to be completed to ensure safe to turn power back on.
- QCV Village Maintenance to be contacted to organise electrical and plumbing.
- Conduct a site safety inspection.
- Clean out premise.
- Assess damage and report to QCV Operations, Village Operations, and client representative.

CATEGORY	AVAERAGE WIND SPEED	MAX GUST Km/H	CEBTRAL PRESSURE (HPA)
1	63 – 90	<126	>985
2	90 – 120	125 – 170	985 – 970
3	120 – 160	170 – 225	970 – 945
4	160 – 200	225 – 280	945 – 920
5	200+	>280	<920

ACTION PLAN 6

ACTION - INFECTION CONTROL PROTOCOLS



When a situation arises involving an infectious event of epidemic or pandemic nature, Top Management shall develop a specific response plan.

This Action Plan is to be used for response to events of a common nature.

1. Anyone experiencing symptoms that would suggest a communicable disease will be immediately separated from the general village population,
2. If an employee – stand down from duty.
3. Obtain medical aid.
 - a) Refer to General Physician (if minor ailment) OR
 - b) Contact emergency services – admission to hospital – (if serious)

Phone – Local Emergency Services (000)
4. Support and monitor until relieved by Emergency services.
5. Identify potential candidates for cross infection; quarantine until examined.
6. If a food handler – quarantine & dispose of potentially hazardous food.
7. Report:
 - a) QCV & Village Operations Managers – review need for specific pandemic response plan,
 - b) Client representative if a resident,
 - c) Next of Kin if an employee.
8. Residents Rooms – Housekeeping staff to be issued with face masks, gloves and hats and rooms to be stripped and destroyed.
9. Kitchen & dining room staff to wear gloves and masks during service periods and when handling used utensils and contacting public surfaces.
10. Alkaline pre-soak in cutlery soak bins to be increased for duration of emergence.
11. All public surfaces in dining room, rec room, public ablutions, and laundries to be sprayed with QUAT sanitiser.
12. Debrief.
13. Report – Complete an Incident report to QCV Operations, Village Operations and Client Representatives.

ACTION PLAN 7	ACTION - SPILL EMERGENCY PROCEDURE	
 PPE	Enclosed non-slip shoes, Safety glasses, Safety gloves	
 EQUIPMENT REQUIRED	Spill Kit	Mobile Phone
	If: • life or property is at risk. • the spill cannot be contained. • the spill is in or near a watercourse; or • the spill is >1000 L. 1. Initiate emergency response procedure. 2. Deploy spill kit if appropriate. 3. Monitor progress of the spill until Emergency Services arrives or initiate evacuation as required as per evacuation procedure. (ACTION PLAN 10 - GENERAL EVACUATION PROCEDURE) 4. Emergency transmissions must be made on the telephone. Phone – Local Emergency Services (000) 5. Emergency transmissions shall commence. EMERGENCY, EMERGENCY, EMERGENCY 6. The appropriate person will respond to the call and ask the following questions: - Nature of the emergency (Chemical Spill etc.) - Your name - Location of the emergency - Help required. - Number of people involved. - Stay on the phone until otherwise instructed. 7. Assemble Site ECO team. 8. Await instructions from Emergency Services.	

ACTION PLAN 8

POWER OUTAGE PROCEDURE



Preparation

- Site ECO teams are refresher trained in emergency management procedures.
- ECO Kits and emergency equipment is checked for adequacy.

Power Outage Equipment includes:

Torches

- Handheld
- Head Lamp

Lantern / flood lights

Gas BBQ's x 2 + Gas Bottles x 4

UHF Radios

When Power Outage Occurs

1. In the event of a power outage, the manager will commence Power Outage Response procedures – **record time of outage.**
2. For all emergencies, the correct service must be contacted.
 - Site Manager
3. QCV Operations & Village Operations Managers are notified via Phone call or SMS.
4. Assemble Site ECO Team & emergency equipment.
5. Conduct a Risk Assessment if changed operational conditions.
6. Install and activate additional lighting.
 - Access & Egress points
 - Dining Room Entry
 - Food Service Areas
 - Wash Up
 - Food Preparation Areas
 - Food Storage Areas.
7. Assemble BBQs prepare BBQ area for food service.
8. Assemble Food Warmer Chaffing Dishes.
9. Commence cooking – Critical Control Points to be monitored.

When Power is Restored

1. Record temperature of refrigerated storage via photograph
2. Initiate corrective action for potential food safety hazards.
3. Demobilise BBQs, Chaffing Dishes and Emergency Lighting
4. Return Equipment to emergency equipment kit:
 - Remove all batteries from torches & lanterns.
 - Refresh kits with fresh batteries.
 - Recharge UHF radios
5. Completed report and submit to QCV Operations & Village Operations Managers.

ACTION PLAN 9

SUSPICIOUS PHONE CALL / BOMB THREAT PROCEDURE



Supply and require all identified locations that are at risk of receiving a bomb threat a laminated copy of the Bomb Threat Checklist.

If you receive a threat by phone:

- Remain calm - engage the caller in conversation.
- Use the Bomb Threat Checklist (below) to gather as much information as possible.
- Do not hang up the phone, even if the caller does, unless you have no other way of raising the alarm.
- While on the phone discretely attempt to alert others to raise the alarm
- As soon as possible, notify a supervisor or Fire Warden to initiate controlled evacuation procedures; see below, Controlled Evacuations
- If evacuating, leave doors and windows open, and visually check for suspicious objects as you go.
- Visually inspect the Assembly Point, consider an alternative if necessary
- Remain with the Chief Fire Warden or Site responsible person and hand over Bomb Threat Checklist to police (or fire) officer in charge on their arrival.

If a suspicious item is located:

- Follow the 4Cs procedure: Confirm, Clear, Cordon, Control
- First Confirm that it is suspicious using the **HOT** or Not mnemonic.
- Is it:
 - o **H**idden (has an attempt been made to deliberately conceal it?)
 - o **O**bviously suspicious (e. g. does it have visible wires or electronic components, is it making a noise, giving off an unusual smell or leaking fluids?)
 - o **T**ypical for the environment (i. e. does it look out of place?)
- Confirm if the item meets any of the above criteria, you are justified in confirming it as suspicious. You may use a phone to take a photograph of it to assist emergency services, but do not make any calls or radio transmissions.
- Clear the area. Using firm verbal commands, move everyone away from the suspicious item. Enlist the help of others if necessary. If possible, leave doors and windows open, and visually check for suspicious items on-route.
- Cordon the area. The recommended minimum safe distance is 100 metres from the suspicious item, but every metre will count.
- Control the cordon. Alert emergency services and ensure no one enters the cordon. When the police arrive, make yourself known, provide as much information as possible (including photographs if taken), then follow their instructions.

ACTION PLAN 9

SUSPICIOUS PHONE CALL / BOMB THREAT PROCEDURE

Questions to ask.

1. When is the bomb going to explode?
2. Where did you put the bomb?
3. Did you/when did you put it there?
4. What kind of bomb is it?
5. What does the bomb look like?
6. What will make the bomb explode?
7. Why did you place the bomb?
8. Where are you?
9. What is your name?
10. What is your address?

Exact wording of threat

Information on caller

Sex Age Race

Length of call

Caller's voice traits

If the voice is familiar, who did it sound like?

Instructions

Report IMMEDIATELY to Security staff.

DO NOT discuss with other staff.

DO NOT return to the area until advised by the Chief Warden, Deputy Chief Warden or Building Warden.

Debrief.

Report – Complete an Incident report to QCV Operations, Village Operations and Client Representatives.

ACTION PLAN 10

GENERAL EVACUATION PROCEDURE

**EMERGENCY
ASSEMBLY
AREA**



1. For all emergencies, the correct service must be contacted.
Site Manager – 0447 228 850
Local Emergency Services (000)
2. In the event of a fire or an emergency, the wardens will be assembled by the Chief Warden from available staff.
3. The Chief warden will assign duties areas to wardens based on immediate necessity.
4. Duties include Role Call Warden, Area Wardens.
5. Wardens will advise of evacuation via use of duress alarms, air horns & loud hailer followed by verbal direction to evacuate through the nearest exit, door knocking if required, to the assembly area using the phrase "Emergency, Evacuate, proceed to the assembly area immediately".
6. Wardens will evacuate any adjacent building at risk of the hazard.
7. Wardens are to visibly check that all persons have been evacuated to the assembly area by an individual room inspection if deemed safe to do so.
- *Persons refusing to evacuate as directed will be noted and reported to the chief warden.*
8. Wardens will assist to evacuate persons with special needs to the assembly area.
9. Wardens shall quarantine the emergency area and maintain control as safe to do so.
10. Residents & staff shall assemble in the designated assembly area.
11. The roll call warden shall check for missing residents by way of a verbal call of the accommodation register.
12. The roll call warden shall check for missing staff by way of a verbal call of the staff roster.
13. The roll call warden shall check for missing visitors by way of a verbal call of the visitors register.
14. The roll call warden shall inform the chief warden of the number of persons evacuated and the number of persons not accounted for. Evacuees are to remain in the assembly area until directed to disperse.
15. The chief warden shall meet the emergency services and provide as much information as is possible to assist with the investigation.
16. It is the responsibility of the Chief Warden to retain control of the emergency situation until relieved by emergency services.

The evacuation is considered at an end when:

FOR FIRE, BUSH FIRE, CYCLONE, FIRST AID OR PANDEMIC

– A representative of official emergency services declares the emergency over.

FOR ALL OTHER EMERGENCIES

– QCV Operations Manager declares the emergency over, via phone if not on site.

- I. The site manager will communicate the end of the emergency to assembled persons.
- II. The team is to meet to debrief as soon as possible after the incident.
Notes shall be taken, detailing as much of the incident and actions taken as possible to assist in incident report and investigations.
- III. At the conclusion of the debrief, the ECO shall inspect its equipment, replenish where necessary, establishing its state of readiness for an emergency.



Appendix D – Village Maintenance Plan



FACILITIES MANAGEMENT MANUAL

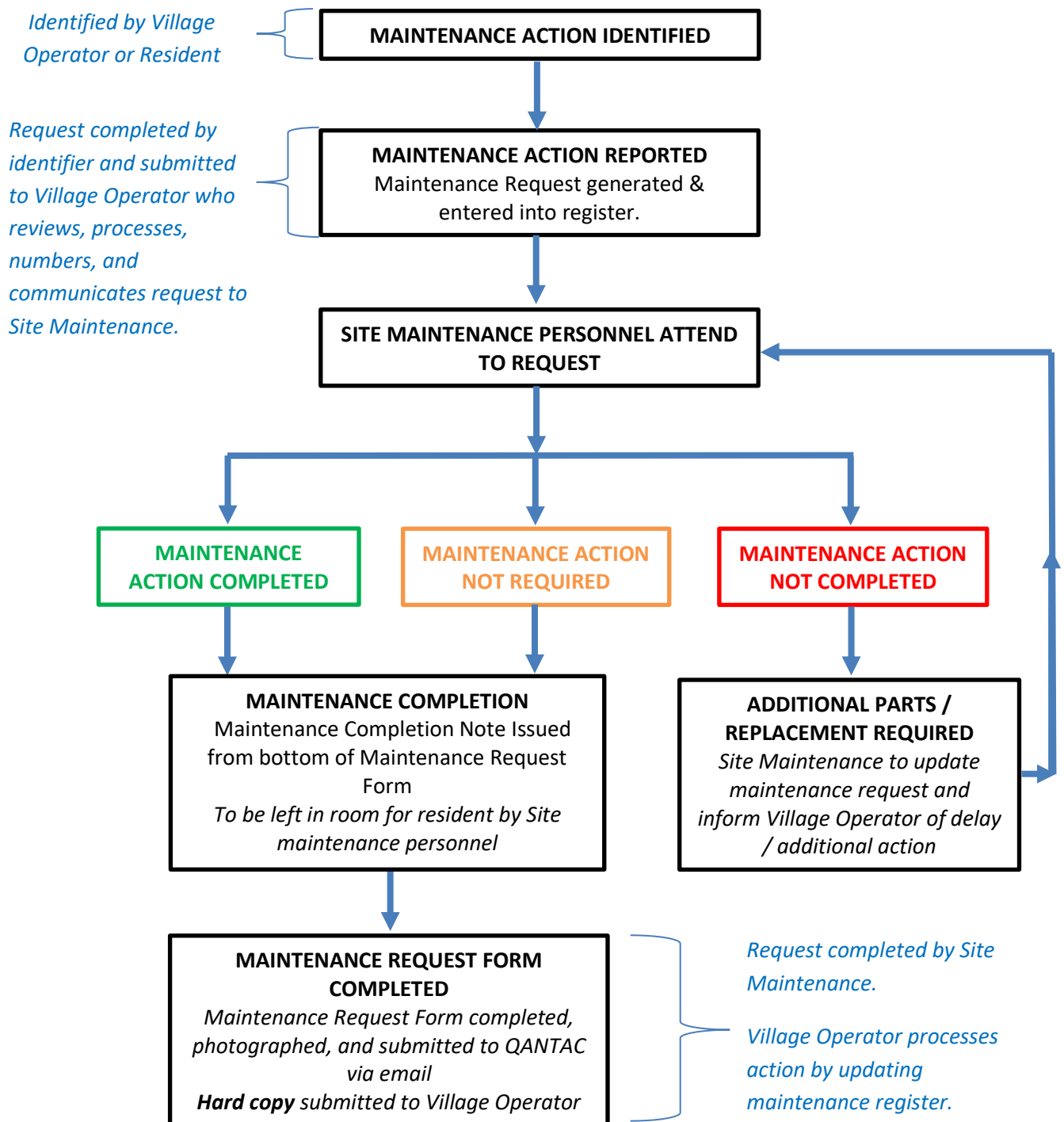
MAINTENANCE SERVICES

i2s Accommodation Village

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1.0 Maintenance Procedural Flowchart



2.0 Maintenance Requests

A maintenance request form must be lodged in order to open any maintenance task.

A maintenance task may be opened by the Village Operator, staff member or Village Resident.

1. The opened form is submitted to Village Operator via written form or Q - Code.

Maintenance items requiring Maintenance Requests include:

- General Village Maintenance
 - Kitchen / Laundry / Gym Equipment Defects
 - Plant & Equipment defects (Generators, STPS, Forklifts, Light Vehicles, Trailers)
 - Fire safety critical defects (Fire Extinguishers, Fire Hose Reels, Smoke alarms, Emergency lighting)
 - Additional pest controls
2. Village Operator reviews the request and if valid, processes by entering the request onto the Village Maintenance register and assigning a maintenance number to the maintenance request.
 - *A Valid request is defined as being sensible, necessary, not previously reported and still open.*
 3. Village Operator then communicates the request to maintenance personnel / subcontractors by issuing the Maintenance requests in hard copy form.
 4. Maintenance personnel or approved contractors' action the maintenance item, update the form accordingly including leaving a completion note in the room and return the Maintenance Request to the Village Operator.

Actions may include:

- ☐ **No Fault was Located.**
- ☐ **The Job is considered completed.**
- ☐ **Additional work is required:** (i.e., awaiting parts, requires replacement etc.)
- ☐ **Other:**

5. Village Operator then updates the maintenance register accordingly.

Maintenance registers are updated daily as a minimum and will be accessible to all stakeholders as required.

Maintenance register is distributed via email daily to:

- *QCV Operations shall be issued the maintenance register daily in electronic form via email.*
 - *Other stakeholders to be issued Maintenance Register as determined.*
6. Completed Maintenance Requests are bulk scanned to PDF at the completion of each business day and saved into electronic archive. Electronic records MUST be retained for 7 years.

2.1 Maintenance Request Form

MAINTENANCE REQUEST FORM					
<i>Please help us to maintain the village and your accommodation to the highest possible standards by reporting all damage / hazards and / or any other issue so we may rectify them as soon as possible.</i>					
Section 1		Maintenance Request			
Room # / Area:					
Your Name:				Today's Date:	
Your Shift:		Day ☐ Night ☐		Preferred Time: AM ☐ PM ☐	
		Preferred Date:			
Details:					
<i>Please submit at village administration to ensure prompt action - Thank you for your time</i>					
VILLAGE ADMINISTRATION USE ONLY					
Section 2		Maintenance Administration – Completed by Village Administration			
Job Number:		Entered onto Maintenance Register: ☐			
Entered By:				Date:	
MAINTENANCE USE ONLY					
Section 3		Maintenance Action – Completed by Site Maintenance Team			
Action taken:					
Time Taken:				Action Completed: ☐ Yes ☐ No	
Signed By:				Date:	
MAINTENANCE USE ONLY					
Section 4		Completion Notice – Maintenance Team to Leave in Guest Room			
Job #				Date:	
In response to a Maintenance Request, a technician has attended this location. The status of the Maintenance action is:					
☐ No Fault was Located. ☐ The Job is considered completed. ☐ Additional work is required. ☐ Other:					

To be completed by the person reporting the issue

To be completed by the office on receipt of form.

To be completed by maintenance after attending the job.

To be left in room by person who performed the job. (Occupied accommodation only)



VILLAGE MAINTENANCE PROCEDURE MANUAL

2.2 Maintenance Register

JOB #	DATE OPENED	ROOM/LOCATION	DESCRIPTION OF REQUEST	Actioned By?	Department Allocation	Status	DATE CLOSE	DESCRIPTION OF REPAIR
9928	1-Feb	E68	AC air very week. (MM)	Kevin West	Refridgeration	Completed	5-Feb	Tested Ac - unit running & cooling well (MM)
9926	1-Feb	G1	AC not work (MM)	Cazna Kupa	Builder	New		Job Processed ck
9927	1-Feb	E63	Smoke alarm keeps going off (MM)	Ron Blacka	General	New		Batteries changed out. (MM)
9924	1-Feb	E63	AC outside of room shakes. (MM)	Kevin West	Electrical	Pending		Rubber feet of compressor replaced (MM)
9925	1-Feb	G2	AC not work (MM)	Kevin West	Refridgeration	Pending		Tested AC - Unit running and cooling well (MM)
9930	2-Feb	C117	A/C not working ck	Kevin West	General	Completed	4-Feb	Replaced condensation unit. (MM)
9929	2-Feb	E5	A/C works for a little bit and then it doesn't ck	Kevin West	Builder	Outstanding		Tested AC- unit running & cooling well (MM)
9931	2-Feb	F36	Door hard to open ck	Ron Blacka	General	Outstanding		Faulty lock changed out. (MM)
9932	2-Feb	G102	Both keys not work (MM)	Refer to Joe	Electrical	Pending		Refer to Joe
9933	3-Feb	G103	Both keys not work (MM)	Leeroy Makoare	Electrical	Outstanding		Refer to Joe
9934	4-Feb	G104	Both keys not work (MM)	Refer to Joe	Refridgeration	Completed	6-Feb	Refer to Joe
9935	5-Feb	G105	Both keys not work (MM)	Refer to Joe	Refridgeration	Pending		Refer to Joe

Printed copies uncontrolled

Doc No:

QCV-MS001-LCWF

Version No:

1.0

Issue Date:

24/04/2025

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3.0 Critical Spares

Common Spare Parts shall always be kept in a state of readiness wherever possible.

Critical spares shall be stocktaken monthly by QCV Maintenance Personnel using the critical spares stocktake order list and an order list forwarded to the Operations Manager for review and replenishment.

4.0 Maintenance Schedule

AREA	CYCLE	BY WHOM	AUTHORISE BY	REPORT SUBMISSION	COMMENTS
EMERGENCY EQUIPMENT					
Firefighting Equipment Inspection & Service, Smoke detectors & emergency lighting	6 Monthly	Subcontractor	QCV	Operations	Inspection and Report
First Aid Kits - Maintenance	Monthly	In House	QCV	Operations	Anti – Tamper Check
First Aid Kits - Village	Monthly	In House	SIRROM	Operations	Anti – Tamper Check
Emergency Response Kit	Monthly	In House	SIRROM	Operations	Anti – Tamper Check
Eye Wash Stations	6 Monthly	Subcontractor	QCV	Operations	Inspection and Report
Spill Kits	Monthly	In House	SIRROM	Operations	Anti – Tamper Check
ELECTRICAL					
Test & Tag	12 Monthly	QCV	QCV	Operations	Inspection and Report
RCD Injector Test	12 Monthly	QCV	QCV	Operations	Inspection and Report
REFRIGERATION & AIRCONDITIONING					
A/C Filters	As Required	In House	SIRROM	Operations	Done during room cleans and Kitchen as per cleaning roster
A/C Condensers	6 Monthly	In House	QCV	Operations	Inspection
A/C Barrel Bag Cleans	24 Monthly	In House	QCV	Operations	Clean & Inspection
Chiller / Freezer Compressors	3 Monthly	In House	QCV	Operations	Inspection
Chiller / Freezer Condensers	Weekly	In House	QCV	Operations	Inspection / Clean
Air Curtains	Monthly	In House	SIRROM	Operations	As per cleaning roster
KITCHEN / DINING					
Pest Control (Kitchen)	3 Monthly	Subcontractor	SIRROM	Operations	Service and Inspection
Grease Traps	Monthly	Subcontractor	SIRROM	Operations	Service and Inspection
Catering Equipment	Quarterly	Subcontractor	QCV	Operations	Serviced & inspected
Extractor Flues	Yearly	Subcontractor	QCV	Operations	Serviced & inspected
PLUMBING					
RPZ Water Valves	Yearly	Subcontractor	QCV	Operations	Serviced & inspected
Water filters	6 Monthly	In House	QCV	Operations	Replaced
OTHER					
Pest Control (Full Village)	Yearly	Subcontractor	QCV	Operations	Service and Inspection
Pest Control (External & Rodents)	6 Monthly	Subcontractor	QCV	Operations	Service and Inspection
Exteriors & Decking	6 Monthly	In House	QCV	Operations	Inspection & serviced
Gym Equipment	6 Monthly	Subcontractor	QCV	Operations	Inspection and Report
Mowers	Hours Used	Milne Brs / RDO	QCV	Operations	Inspection & serviced
Forklift	Hours Used	JA MAXX	QCV	Operations	Inspection & serviced

4.1 MS006 - Maintenance Inspection Checklists

MS006 –Maintenance Inspection Checklists are used as an overview to record the completion of periodic preventative maintenance.

They cover the specific maintenance periods of:

MS006b – Maintenance Inspection Checklist - 3 Months

MS006c – Maintenance Inspection Checklist - 6 Months

MS006d – Maintenance Inspection Checklist – 12 Months

Maintenance inspection checklists detail the preventative maintenance task has been completed.

Individual details of the task such as accommodation room numbers will be contained within an excel spread sheet or contractor report for periodic tasks such as:

- Firefighting Equipment Inspection & Service
- Smoke Detectors & Emergency Lighting
- Gym Equipment
- Test & Tag
- RCD Push Button Test
- RCD Operating Time Test
- RPZ Valve Inspections
- Refrigeration Servicing

All defects raised during compliance point inspections MUST have a maintenance request raised for each individual item.

4.1.1 MS006b - Maintenance Inspection Checklist – 3 Monthly

(Actual form may differ with site requirements)

Month:			
Area	Requirement	Comment / Action	Initial/Date
Chiller / Freezer Condensers			
Cold Room 1	Inspection - Leaks - Damage - Potential Failure - Clean if Necessary		
Cold Room 2			
Cold Room 3			
Freezer 1			
Freezer 2			
Cold Bains			
Ice Machines			
Pest Control (Kitchen)	Inspection & Service	Results compiled by third-party contractor and maintained on site	

4.1.2 MS006c - Maintenance Inspection Checklist - 6 Months

(Actual form may differ with site requirements)

Location:	Camp -	Month:	January - June	Year:	
Area	Requirement	Comment / Action			Initial & Date
Firefighting Equipment	Third-party Inspection & Service Report	Results compiled by third-party contractor and maintained on site			
Smoke Detectors & Emergency Lighting	Third-party Inspection & Service Report	Results compiled by third-party contractor and maintained on site			
A/C Condensers	Inspection - Leaks - Damage - Potential Failure - Clean if Necessary	Results compiled by QCV Maintenance			
Air Curtain (Mechanical)	Inspection - Damage - Potential Failure - Clean if Necessary	Results compiled by QCV Maintenance			
Kitchen Equipment	Inspection & Service - Replace water filter	Results compiled by third-party contractor and maintained on site			
Exteriors & Decking	Serviced as Required	Maintenance Requests kept on file.			
Gym Equipment	Third-party Inspection & Service Report	Results compiled by third-party contractor and maintained on site			
Water filters	Replace	Water Filter Date label updated			
Pest Control (External & Rodents)	Inspection & Service	Results compiled by third-party contractor and maintained on site			

4.1.3 MS006d - Maintenance Inspection Checklist – 12 Months

(Actual form may differ with site requirements)

Location:	Camp -	Year:	
Area	Requirement	Comment / Action	Initial & Date
Test & Tag	In service testing of electrical equipment	Results compiled by QCV Maintenance	
RCD Speed Test (Push Button)	Push button test - In service testing of electrical equipment	Results compiled by QCV Maintenance	
RCD Full Test	Speed test - In service testing of electrical equipment	Results compiled by QCV Maintenance	
RPZ Valves	Inspect, Test & Report	Results compiled on council forms by QCV Maintenance or third-party Contractor	
Exhaust Ducting	Inspect & Clean	Third Party Contractor	
Pest Control (Full Village)	Inspection & Service	Results compiled by third-party contractor and maintained on site	

5.0 Plant & Equipment

Plant and equipment owned by QCV or operated on site by village management contractors will be maintained as per the manufacturer's instructions.

Records of all servicing must be retained and accessible.

The following requirements apply to all plant & equipment.

- Only suitably trained and / or qualified persons shall operate equipment.
- Prestarts are required to be performed by the first operator of the day for all plant or equipment using either hard copy prestart books or electronic means (Pre-Start Plus)
- All defects requiring servicing shall be reported via email to the QCV Operations Manager
- All mobile equipment will be left in a clean, serviceable, and secure state by the operator.

6.0 MS005b – Generator Checklist

MS005b – Generator Checklists are used to record the results of generator test / inspections. Generators shall be kept in a state of readiness at all times.

QANTAC		GENERATOR CHECKLIST						
Site:							Date:	
Time:	AM:			PM:				
Generator Unit:	1	2	3	1	2	3		
Hour Reading:								
Refuelled:	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No		
Fuel Added (Litres):								
All Gauges Undamaged & Functional:	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No		
No Abnormal Noise or Vibration:	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No		
Fan Belts Undamaged:	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No		
No Oil Leaks:	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No		
No Fuel Leaks:	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No		
No Faults on Board:	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No		
Emergency Stop Switch Functional:	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No	☐ Yes ☐ No		
Inspected By:								
Fault & Action Report:								

7.0 Site Maintenance Team

The contacts of QCV Maintenance team are detailed in the document *AD010c-Contact_Register-Company* available from the QCV Operations Manager

Name	Role	Mobile	Email
TBC	Site Maintenance Contractor		
Danny Ward	Operations Manager	0412 388 116	operations@qantac.com
Lee Mulholland	Construction Manager	0438 285 092	Construction@qantac.com

8.0 Electrical Testing Guidelines for Accommodation Villages

QCV Pty Ltd conducts electrical testing & tagging as per the requirements of:

AS/NZ 3760:2022 - In service safety inspection and testing of electrical equipment and RCD's for:

- Portable Equipment
- Cord sets, cord extensions sets & portable outlet devices.
- Flexible cords connected to fixed equipment in hostile environments.
- Portable power supplies
- Battery chargers
- Portable & transportable heavy-duty tools

AS/NZS 3012:2019 - Electrical installations - Construction and demolition sites for:

- Builders Tools, Equipment
- Portable construction offices

This schedule applies only to equipment in-service at a place of work, public place, or accommodation place.

Electrical equipment must be regularly inspected and tested by a competent person to identify damage, wear and detect electrical faults a competent person if the electrical equipment:

- is supplied with electricity through an electrical socket outlet ('plug in' equipment), AND
- used in an environment in which its normal use exposes the equipment to operating conditions that are likely to result in damage to the equipment or a reduction in its expected life span, e.g., conditions such as exposure to moisture, heat, vibration, mechanical damage, corrosive chemicals, or dust. (Hostile Environment)
- Electrical equipment shall be inspected and tested in accordance with **Table 1**.

Fixed or stationary equipment

Equipment that is fastened to a support, secured in position or otherwise, due to its size and mass located in a specific location.

Fixed or stationary equipment connected by flexible cable or cord:

- a) That is not flexed in normal use nor exposed to damage nor is in a hostile environment, does not normally constitute a hazard sufficient to warrant routine in service electrical safety testing. **(AS/NZS3670-2022 S1.2.3)**

Class 1 & 2 Equipment, Cord sets, cord extension sets protected by an RCD – Where Cord sets, cord extensions sets & portable outlet devices, flexible cords connected to fixed equipment in hostile environments are tested as per **Table 1**.

i.e TV, A/C, Bar Fridge

RCD Testing – Fixed RCDs are tested as per **Table 1**.

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Table 1 – INDICATIVE TESTING & INSPECTION INTERVALS FOR ELECTRICAL EQUIPMENT

Type of Environment and / or equipment	Class 1 & 2 Equipment, Cord sets, cord extension sets protected by an RCD. (Lead Tags)	Push button test by user (RCD)	Operating time test (RCD)
		Fixed	Fixed
1. Construction sites - <i>Tools & Equipment</i>	3 months	3 months	3 months
2. Workshops & places of maintenance - <i>Tools</i> - <i>Cleaning Equipment</i>	6 months	6 months	12 months
2. Environment where equipment or supply flexible cord is subject to flexing in normal use or is open to abuse or is in a hostile environment. - <i>Kitchens</i> - <i>Laundries</i> - <i>Gym Equipment</i>	12 Months	6 months	12 months
3. Environment where the equipment or supply cord is NOT subject to flexing in normal use and is not open to abuse and is not in a hostile environment. - <i>Offices</i> - <i>Recreation Room</i>	5 Years	6 months	2 years
4. Residential type accommodation. - <i>Accommodation Rooms</i>	2 years	6 months	2 years

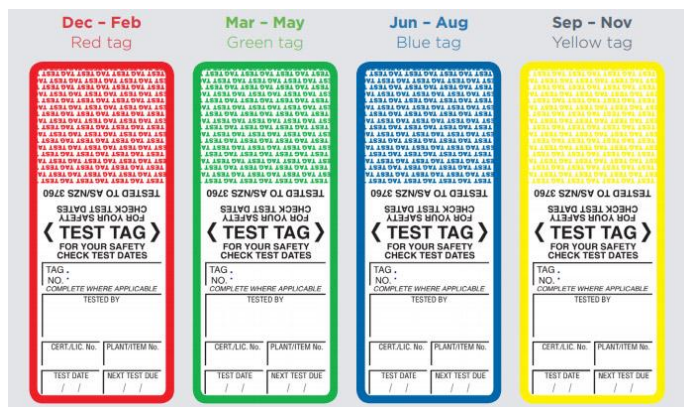


Fig 1 Construction Electrical Tag Colours

Table 2 - EQUIPMENT TESTING SCHEDULE

Fixed Equipment Non-Hostile Environment or Not flexed in normal usage	1. Construction Sites (Villages under construction where an occupancy certificate HAS NOT been issued)	2. Workshops & places of maintenance	3. Environment where the equipment or supply cord is NOT subject to flexing in normal use and is NOT open to abuse and is NOT in a hostile environment	4. Environment where equipment or supply flexible cord is subject to flexing in normal use or is open to abuse or is in a hostile environment	5. Residential type accommodation (Flexed in normal usage)
<i>Does not require tagging if protected by an RCD</i>	3 months	6 months	5 yearly	12 months	2 yearly
Wall mounted TV's	Battery Chargers	Maintenance Tools	Office equipment	Kitchen Equipment	Bedside lights
Wall mounted A/C's	Power tools	Battery Chargers	Water coolers	Clothes Irons / cabinets	Jugs
Wall mounted Breathalysers	Portable equipment	Floor polishers	Security Cameras	Gym Equipment	
Hard wired Washers/Dryers		Portable Extractors	Communications Hubs	Washers & Dryers fitted with a cord & plug	
Hard wired kitchen equipment		Vacuum Cleaners		Ice Machines	
Bar Fridges					

Appendix E – Consultation Evidence

Cootamundra Gundagai Regional Council

Date	Details of Engagement / Attempted Engagement
9/04/2025	Introductory presentation of Approvals program undertaken between JHG-IRPL and CGRC. This session included detail discussions on works and content proposed in the SEMP.
9/04/2025	Meeting minutes from presentation and follow up actions regarding SEMP and the worker's camp.
30/05/2025	Confirmation from council that all comments had been addressed. TAFMP will need to include the description of planned utilities for power from generators which was noted in email by both CGRC and JHG.
23/07/2025	Provision of the Plan to CGRC by JHG via email for review and consultation.
31/07/2025	Face to face meeting with the CGRC team to discuss comments provided on the Plan. Meeting minutes circulated via email by JHG following this meeting.
5/08/2025	Discussions in a weekly team meeting between IRPL, CGRC and JHG confirming that comments will be finalised and closed out if required by close of business.
6/08/2025	Confirmation from CGRC that the comments have been closed via phone call and email.

Comment Raised	Project Response	Where addressed	Status
Proposed use of generators for power onsite instead of mains power connection. Noise levels from the generators and general camp background levels (verification to council to confirm that noise levels are consistent with the EIS and confirmation of attenuation	JHG commit to provide further information for CGRC on the noise levels of this equipment to confirm that this is consistent with the requirements of the EIS.	NA	(Open) to remain open until verification is provided to CGRC.
Recommendation from Lauren Dawes to include fire brigade for a site inspection to confirm tags and visuals are in place	Noted, please see above for consultation with both RFS and Fire NSW.	NA	Closed
Note on the decommissioning- where will the camp go after the completion of the Project	JHG note that this camp is a turnkey operation owned by QCV group who will take the camp down at a later stage and transfer to the next project. Decommissioning will be undertaken in accordance with section 6 of the Plan.	Section 6	Closed

**NSW SES**

Date	Details of Engagement / Attempted Engagement
25/07/2025	Phone call to SES team requesting consultation review on the Plan. Confirmation from SES that they would review the Plan and provide comment if applicable.
25/07/2025	Email submitted by JHG to SES with a copy of the Plan attached and requesting consultation.
4/08/2025	Email from SES team to JHG confirming that the SES team have no comments on the Plan.

Comment Raised	Project Response	Where addressed	Status
Nil	NA	NA	NA

RFS and Fire NSW

Date	Details of Engagement / Attempted Engagement
22/07/2025	Email to Fire NSW requesting contact details. Subsequent discussion via phone with the Cootamundra Fire Chief.
23/07/2025	Phone call with RFS team confirming that Group Captains will be present with the meeting scheduled with Fire NSW.
31/07/2025	Face to face meeting with Fire NSW Cootamundra crew and Group Captains for RFS Stockinbingal and Cootamundra to discuss the TAF MP and general camp establishment.
5/08/2025	Email to Fire NSW Cootamundra crew and Group Captains for RFS Stockinbingal and Cootamundra confirming actions to be followed up during camp operations including key contacts and future site visit.

Comment Raised	Project Response	Where addressed	Status
<u>Connection arrangements to tanks/dams</u> - RFS and FNSW need a hard line to connect into the potable water tanks. - Arrangement that would be preferable would be a hard suction 70mm hose (approx. 3m x 3 lengths) - Both teams would prefer this equipment be available at the tanks in the event of an emergency.	JHG to follow up on the procurement and timing of install of these items at the potable water tanks and communicate this with RFS/FNSW. This item has been incorporated into the Plan.	4.1.1.5	Closed

Comment Raised	Project Response	Where addressed	Status
<u>Site visit for RFS and Fire NSW teams to the camp</u> - <u>Both teams are keen to come and visit the site for familiarisation and check out the facilities.</u>	<u>JHG to share contact details with both teams (provided in email 5/08/25) and commitment via email to arrange a site visit over the next 4-8 weeks.</u>	NA	Closed (to be completed outside of this Plan)
<u>Communication between JHG and RFS/FNSW</u> - <u>Who do we communicate with if there is an emergency? (RFS- "Go big early" always dial in emergencies through triple zero before contacting the local RFS or FNSW as everyone has to triage through the official channels to coordinate a response).</u> - <u>How do we evacuate the facility?</u> - <u>A contact sheet with the key people to contact in the event of an emergency that might impact the camp would be good.</u>	Contact list provided via email 5/08/25 project wide and for the camp. The updated Appendix C (Emergency Response Plan) of the attached TAF Mgt Plan has been updated and provided. This Plan has been updated with the contact details for both RFS, Fire NSW and the camp operators with a note to provide triple zero notification in every event.	Appendix C	Closed

Ambulance NSW

Date	Details of Engagement / Attempted Engagement
26/07/2025	Phone call and email between JHG and Ambulance NSW staff confirming consultation input on the Temporary Accommodation Facility Plan. Email from JHG reaching out to arrange a time to catch up further on the Plan.
5/08/2025	Teams meeting between JHG and Ambulance NSW representatives held to discuss the camp layout and operations and seeking feedback from Ambulance NSW on the operations.
5/08/2025	Email from JHG to Ambulance NSW representatives confirming that discussions held face to face had been addressed. Email also provided by Ambulance NSW that all comments were clarified during the meeting.
6/08/2025	JHG email to Ambulance NSW providing meeting minutes and formal submission of the close out notes from the meeting held 5/08/2025.

Comment Raised	Project Response	Where addressed	Status
Will there be a dedicated Ambulance pick-up bay with suitable access for our stretcher without placing undue manual load on our Paramedics?	A dedicated ambulance pick up bay marked with applicable line marking and suitable access will be provided. As discussed, I2S will source a suitable portable ramp for the gutter to allow	Section 5.5	Closed

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Comment Raised	Project Response	Where addressed	Status
	access and egress of the ambulance stretcher.		
Will patients be brought to the Medical Centre on site or will there be times when they will need to be retrieved from elsewhere on site?	Any medical patients within the village will be retrieved from the medical centre unless the medical condition does not permit transfer to the medical centre. This will be assessed by an onsite medical nurse.	NA	Closed
Is there a contingency for expeditious access and egress in the event of an emergent situation (such as an all-movements shut down)?	In any emergency situation I2S will provide direct access and egress to the above-mentioned ambulance pick-up bay.	This item is not part of this Plan and will be addressed between JHG and Ambulance NSW.	Closed (to be completed outside of this Plan)
Will Ambulance require an escort on site? If so, where will this escort be located? Is there a rendezvous point?	I2S will do familiarisation with the emergency services for the camp. Any location along the alignment a designated operative will be directed to meet an ambulance at a construction site gate and escort the emergency vehicle to the location.	This item is not part of this Plan and will be addressed between JHG and Ambulance NSW.	Closed (to be completed outside of this Plan)
Will the Paramedics be privately employed with John Holland or via an external agency? What will their scope be? What medical equipment will be located in the medical facility?	We currently have a scope of works for paramedic services to operate at the Stockinbingal village. Their scope will be to provide immediate first aid and assessment which will enable an ambulance to be called if required. Medical equipment will be aligned to the code of practice for site first aid facilitate high risk worksite. We are currently assessing what additional requirements may also be required based on our scope of works.	Section 5.5	Closed
What is the ceiling of capability at the medical facility?	Immediate treatment at a first aid level and triage assessment	Section 5.5	Closed
Will the John Holland Paramedic cover both site and camp or camp exclusively?	The Conditions of Approval stipulate the requirement for a paramedic to be on site during operations. There is no intent to provide a service above this requirement and the worksite will be covered by workplace first aid staff.	Section 5.5	Closed



NSW Police

Date	Details of Engagement / Attempted Engagement
20/05/2025	Face to face meeting onsite with Project Directors
30/07/2025	Meeting with JHG and NSW Police face to face to discuss the layout and key considerations for input into the Plan.
5/08/2025	Email from JHG to NSW Police to confirm actions and confirmation that no further comments or actions required.
6/08/2025	Confirmation via email from NSW Police that no further comments and all matters addressed.

Comment Raised	Project Response	Where addressed	Status
Justin and another team member would like to come out onsite for a chat with residents once up and running	JHG will invite the NSW Police out on a site visit once the camp is operational.	NA	Closed (to be completed outside of this Plan)
Items to consider in the operation of the camp - Keep an eye out for kangaroos on the road- JHG to ensure that this is communicated to staff. - Look at options to provide information to staff moving from the city on how to get familiar with living and working in the country.	JHG have updated the Plan to incorporate your suggestions on information to provide new starters at the camp (please see highlighted wording below). <i>Welcome pack for staff</i> <i>Staff who will be working on the project on a FIFO/DIDO roster, or those that will be relocating, will be provided with a 'welcome pack' of information promoting the Local Area. This will include:</i> • <i>facts and figures about the towns they will be working in as well as promoting some Local Businesses</i> • <i>key community events to encourage participation.</i> • <i>Information about what to expect living and working in rural areas and how to get familiar with and part of the region (particularly for people coming from metropolitan areas).</i> <i>JHG will engage with Local Businesses and will encourage a "buy local" philosophy to encourage our staff to support Local Businesses.</i>	Section 5.7.1.2	Closed

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Comment Raised	Project Response	Where addressed	Status
	<i>The welcome pack will also include guidelines on appropriate behaviour and will reiterate the expectations of I2S staff working within these communities.</i>		