

Sequoia- Owners Corporation
15 Diggings Terrace
Thredbo, NSW 2625

18/11/2021

C/o; Julia Prell
H&E ARCHITECTS
Suite 04.02, 80 Cooper Street
Surry Hills NSW 2010

SEQUOIA – REFURBISHMENTS CONSTRUCTION AND ENVIROMENTAL MANAGEMENT PLAN

DESCRIPTION OF THE WORKS

1. The site is located at 15 Diggings Terrace, Thredbo (**'the site'**). The nearest cross-roads is Friday Drive, Thredbo. A site location plan is attached at Appendix A – Site Location Plan.

SITE EMERGENCY PROCEDURES

2. Site emergency procedures shall be coordinated with Kosciuszko Thredbo Pty Ltd.
3. All Site emergency procedures shall confirm with Construction Site Emergency Procedures (Thredbo Alpine Village) (Appendix C).

CONSTRUCTION MANAGEMENT SUPERVISION

4. The Builders site representative (the 'Construction Manager') shall be responsible for all matters relating to the works.
5. The Builders site representative shall be onsite to oversee the works carried out.
6. The Builders site representative shall consult with the Building Manager or representative of the Sequoia- Owners Corporation in coordinating and carrying out the building works.
7. A site information board will be installed in front of the site with the name and contact details for the site representative and shall be always on display in addition to WHS signage requirements.

CONSTRUCTION MANAGEMENT SUPERVISION

8. The Builders site representative details are;

Stephen O'Ryan
M 0409 625 314
steve.oryan@bellevarde.com.au



COMPLAINT HANDLING

9. The following sets out the requirements and procedures for complaint handling;
 - a) Should the Builders site representative receive a complaint from any party or person other than the Building Manager or the Chairman of the Owners Corporation, the Builders site representative must as soon as reasonably possible, but in a period of no later than 12 hours of receiving that complaint, provide the details of the complaint and the complainant in writing to the Building Manager and the Chairman of the Owners Corporation.
 - b) The Builders site representative will be responsible for handling all complaints and will need to be readily accessible to give complaints fair and reasonable consideration and prompt response should they arise.
 - c) All feasible and reasonable measures will be applied by the Builders site representative to address the source of complaint, and these measures must be occasioned expeditiously.
 - d) All complaints should be followed up after the implementation of any remedies or controls to identify whether the complaint has been adequately resolved.
 - e) A register of all complaints will be maintained by the Builders site representative documenting the nature of complaints and the procedures applied to resolve the complaint. All complaints should be responded to, and a record kept of actions taken to address the issues. The complaints register shall be made available to the Building Manager or the Chairman of the Owners Corporation on request.
 - f) The Building Manager or the Chairman of the Owners Corporation shall be provided access to the site on request to investigate the cause of a complaint, consult with the Builders site representative or cite any remedies or controls implemented in response to that complaint.

MATERIAL MOVEMENT

10. A mobile crane is recommended and planned for material movement and handling (including for demolition spoil and waste removal) into and out of the site.
11. The site crane will facilitate the efficient and safe movement of building materials, plant and equipment deliveries from the streetscape into the work-site and will allow for the efficient and safe removal of demolition spoil and building waste from the worksite.
12. Separate application and approval from Euan Diver | Environmental Services Manager Kosciuszko Thredbo Pty Ltd, will be required for mobile crane movement and usage.
13. During any mobile crane usage, the working area will be demarcated to ensure to occupant or public access to the working space.
14. Where the mobile crane is working on the streetscape of public road, it shall be overseen and managed by Traffic Control.



CONSTRUCTION TRAFFIC MANAGEMENT

15. A site-specific Traffic Control Plan (TCP) will be developed to meet the project requirements prior to the commencement of works.
16. The TCP will be coordinated with and approved by Kosciuszko Thredbo Pty Ltd.
17. If the TCP recommends that a partial road closure is required, such approval must be coordinated with and approved by Kosciuszko Thredbo Pty Ltd.
18. The TCP will be developed, implemented and operated on the following principals;
 - i. Minimise impact and disturbance to pedestrians
 - ii. Minimise impact and disturbance to vehicle traffic, including on adjacent roads and intersections
 - iii. Minimise impact and disturbance to public transport networks
 - iv. Maintaining access to/ from the site and any adjacent properties
 - v. Managing and controlling construction vehicle activity in the vicinity of the site and on the immediate streetscape
 - vi. Ensure that construction vehicle activity relating to the works is carried out in accordance with council's approved hours of works
 - vii. Ensure that construction vehicles used in conducting the works are appropriate the street access, streetscape, and surrounding sites are used.
19. All trucks removing waste, spoil or debris from the site will be covered prior to the truck departing the site.
20. All loads will be secured prior to the truck departing the site.
21. Traffic controller:
 - a) A certified traffic controller will be required for the duration that mobile crane usage.
 - b) The traffic controller will ensure that;
 - i. vehicles adhere to the conditions of the TCP
 - ii. assist with construction vehicle movements, (c) assist construction vehicles safety turning out or into the workzone on Stanley Street, and (d) communicate with site management as to when a construction vehicle has arrived into the work-zone.
22. Parking for site workers or persons:
 - a) No onsite parking for workers or persons related to the works is available.

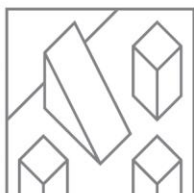


NOISE, VIBRATION, DUST, WASTE MANAGEMENT, AND ENVIRONMENTAL CONSIDERATIONS

23. The following noise, dust, vibration, waste management and environmental considerations will be implemented and monitored throughout the works.

24. Noise and vibration management

- a) All building works (including the use of any plant equipment and/or building services) shall comply with Australian Standard 2436-1981 "Guide to Noise Control on Construction, Maintenance and Demolition Site, and shall not exceed the limits set out in the Protection of the Environment Act 1997.
- b) All potentially impacted residents should be informed, reasonably ahead of time, of the nature of works to be carried out, the expected noise levels from noisier activities and their duration, and the measures being taken to minimise noise from the construction.
- c) Effective channels of communication are to be established (Full Time Builder site representative > Building Manager > Owners Corporation, as set out in part 6 and 7) for reporting and managing any noise or vibration complaints.
- d) For the operation of noisy equipment or high impact works;
 - i. Restricted working hours for restricted works (Times for Operation of Noisy Equipment) (high impact works) shall apply subject to the approval of Kosciuszko Thredbo Pty Ltd and the Owners Corporation.
 - ii. During those restricted working hours, respite periods may apply subject to the approval of Kosciuszko Thredbo Pty Ltd and the Owners Corporation.
- e) For the operation of noisy equipment or high impact works, the construction team shall ensure that the following strategies and techniques are adopted in full to reduce the impact (both noise and vibration) of the works:
 - i. Pre-drilling
 - ii. Line drilling / core-hole cutting (the process of core-holing a continuous line to cut an object)
 - iii. Pre-sawing / or sawing
 - iv. Hand-held jack hammers
 - v. Off-site demolition (pre-cut and removal and disposal from site)
 - vi. Wire saw cutting
 - vii. Acoustic shields / blankets where appropriate
- f) Other work practices to minimise noise and vibration
 - i. All construction vehicle movements, scheduling of any deliveries to the site and the removal of waste material from the site will only occur during approved site operating hours



- ii. All construction vehicle shall be scheduled so that there are no trucks waiting in the street, side streets, and all delivery vehicles are switched off during loading and unloading activities
- iii. Plant and equipment shall be selected to achieve the approved noise level limits
- iv. Existing structures and temporary site structures and material stockpiles shall be used as noise barriers in performing works (where reasonably practical to do so)
- v. Siting of noisy plant as far away from sensitive properties as permitted by site constraints (where reasonably practical to do so)
- vi. Reducing the line-of sight from noise source to receiver through erection of barriers as necessary around static, high noise items such as compressors and preferentially locating on-site to use the retained building as shielding. For example; A generator, air compressors and pumps associated with the building works shall be installed on the upper roof terrace, away from walls (where reasonably practical to do so)

25. Dust and Debris Control

a) For all building works that generate dust or debris:

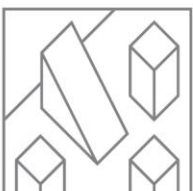
- i. Water will be sprayed at the source of origin, over materials during demolition or deconstruction, or construction and loading activities to prevent airborne dust particles migrating into the surrounding environment.
- ii. When undertaking cutting, drilling, coring or grinding activities that generate dust, plant and equipment shall be fitted with universal wet and dry dust extractions systems (vacuums). Filters shall be changed at regular intervals on the dust extractions systems to ensure maximum performance.
- iii. Dust screens or screening shall be utilised

b) Moving materials

- i. Material (including waste or spoil or debris) loads shall be securely covered during lifting or hoisting or movement
- ii. All trucks removing waste, spoil or debris from the site will be covered prior to the truck departing from the site

c) Other work practices to minimise dust and debris

- i. All material stockpiles shall be covered (with tarpaulins) when not in use
- ii. All waste and debris stockpiles shall be covered (with tarpaulins)
- iii. Slurry from wet coring or cutting or concreting activities shall be cleaned up and disposed of upon immediate completion of the task
- iv. The site shall be maintained in a clean and tidy condition, and swept clear of dust and debris at the end of every working day
- v. Demolition material and waste and debris stockpiles shall be regularly removed from site.



26. Waste and debris storage, movement and disposal management

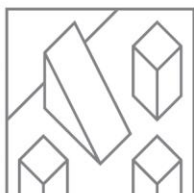
- a) All waste and debris generated from building works will be stockpiled in a designated location within the building site (wholly within the apartment).
- b) No waste or debris shall be left in the building's common areas or circulation areas or plant and equipment areas at any time.
- c) All waste and debris generated from building works shall be regularly removed from site.
- d) All waste and debris generated from building works will be moved from the roof terrace to the work-zone into truck by the mobile crane
- e) No waste and debris generated from building works shall be removed through the front foyer.
- f) Other work practices for waste and debris management:
 - i. All waste and debris stockpiles shall be covered (with tarpaulins)
 - ii. Food scraps shall be separated from general building waste and debris and placed in a separate bin with a lockable lid
 - iii. Recyclable materials (concrete / metals / timbers / plastics) shall be separated from general building waste and recycled.
- g) Moving waste and debris
 - i. Whilst moving waste and debris loads, the load shall be covered during lifting or hoisting or movement otherwise.
 - ii. All trucks removing waste or spoil or debris from the site will be covered prior to the truck departing the site.
 - iii. The movement of waste and debris loads shall be limited to between 9:00am and 3:00pm Monday – Friday ('low traffic times') to reduce nuisance to the streetscape.

27. General storage of materials, plant and equipment

- a) Where reasonably practical to do so (ie. where not limited by weight or size or mass), materials, plant and equipment shall not be stored on the Roof Terrace and shall be moved to within the glazing line (ie. indoors) of the building as soon as reasonably practical (as to avoid exposure to high winds).
- b) Any materials, plant and equipment that must be stored on the Roof Terrace must be covered and adequately secured (tied / weighted down) at all times.

28. Storage of dangerous goods or hazardous chemicals

- a) There are minimal construction activities that comprise the works that will require dangerous goods or hazardous chemicals.
- b) All dangerous goods or hazardous chemicals are to be stored in lockable compound with sufficient ventilation in accordance with relevant codes of practice and Standards.
- c) Dangerous goods or hazardous chemicals storage compounds shall be regularly checked, inspected, maintained and cleaned.



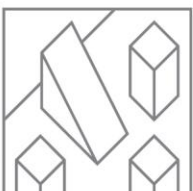
- d) The builder shall only store dangerous goods or hazardous chemicals that are immediately required for the respective works, and any other dangerous goods or hazardous chemicals shall be removed from site at the completion of that construction activity or task (ie. the Builder will reduce the dangerous goods or hazardous chemicals held onsite)
- e) The Builder shall at all times maintain a register of any dangerous goods or hazardous chemicals held onsite and further keep onsite a catalogue of Material Safety Data Sheets (MSDS).

29. Odour Control

- a) There are minimum construction activities that comprise the works that will produce nuisance odours.
- b) All plant and machinery exhaust will be vented (by means of mechanical ventilation, then include filters) to the roof terrace level and not discharged through the building's façade.
- c) All plant and machinery involved in the works will be regularly serviced and checked for exhaust emissions.
- d) All waste and debris stockpiles shall be covered (with tarpaulins).

WORK HEALTH AND SAFETY MANAGEMENT PRINCIPALS

- 30. A site-specific Work Health and Safety Management Plan ('**WHS Plan**') will be developed and tailored to meet the project requirements prior to the commencement of works.
- 31. The WHS Plan will cover induction & training, safe work method statements (SWMS), risk identification, assessment and management, injury management, signage, incident management, training, inspections, audits, PPE, and performance reporting and consultation with workers.
- 32. The WHS Plan shall identify, consider and respond to the specific WHS risks and hazards and issues relevant to the works and shall document the systems and methods to be implemented for the term of the building works and the contract.
- 33. The WHS Plan shall consider all works conducting in the site, the property (Lot), the common areas, the public domain and streetscape.
- 34. The Builder shall ensure that itself, the workers, and any persons undertaking the works are inducted into the site, and understand the requirements of the WHS Plan.
- 35. In conducting the works, the Builder shall ensure that a copy of the WHS Plan is maintained onsite at all times and made available to the Building Manager or the Chairman of the Owners Corporation on request.
- 36. In conducting the works, the Builders site representative shall regularly inspect, check and maintain the site, and respond promptly to any WHS issues that may arise.



37. In conducting the works, the Builders site representative shall hold regular consultation ('tool box talks') with the workers, and any persons undertaking the works to ensure that all key matters of WHS are communicated to all persons onsite, and workers have the opportunity to raise an queries and concerns with the Builders site representative.
38. The Builder must maintain a Work Health and Safety Management System ('WHS System') for its company operations.
39. The WHS System shall, as a minimum, demonstrate compliance with all duties of an employer specified in the Occupational Health and Safety Act 2000.

Quality MANAGEMENT PRINCIPALS

40. A Quality Management Plan will be developed to focus not only on product/service quality, but also the means to which it is achieved.
41. The Quality Management Plan is to ensure that the objectives of the Owners Corporation with respects to quality are identified, achieved and maintained.
42. In carrying out the Building Works, the Builder must ensure
 - a) The use of the best quality and appropriate materials, in a proper workman like and skilful manner,
 - b) use qualified, reputable, and licensed contractors approved by the Owners Corporation and pursuant to a written contract which is expressed to have been entered into for the benefit of the Owners Corporation and under which the Owners Corporation has no liability to make any payment or otherwise,
 - c) comply with all laws and the requirements of Government Agencies
 - d) comply with the Building Code of Australia and all pertinent Australian Standards
 - e) comply with the terms of any approval given by the Owners Corporation under the special by-law used to approve the work
 - f) none of the building works encroaches onto an adjoining lot, an adjoining property or (otherwise than as consented to by the Owners Corporation) Common Property.
43. Subject to the requirements of the projects Certifying Authority and the Owners Corporation, the Builder shall obtain and submit to the Certifying Authority and the Owners Corporation;
 - a) Compliance certificates certifying that the works have been completed to Part 4A of the Environmental Planning and Assessment Act 1979 (NSW), the Building Code of Australia and Australian Standards (eg. Waterproofing and Glazing certificates).
 - b) A certificate from a structural engineer approved by the Owners Corporation addressed to the Owners Corporation certifying that each part of the Building Works which is of a structural nature has been completed in accordance with this by-law and any terms of approval from Council, and is adequate to preserve 18 College Street against any structural unsoundness resulting directly or indirectly from the Building Works



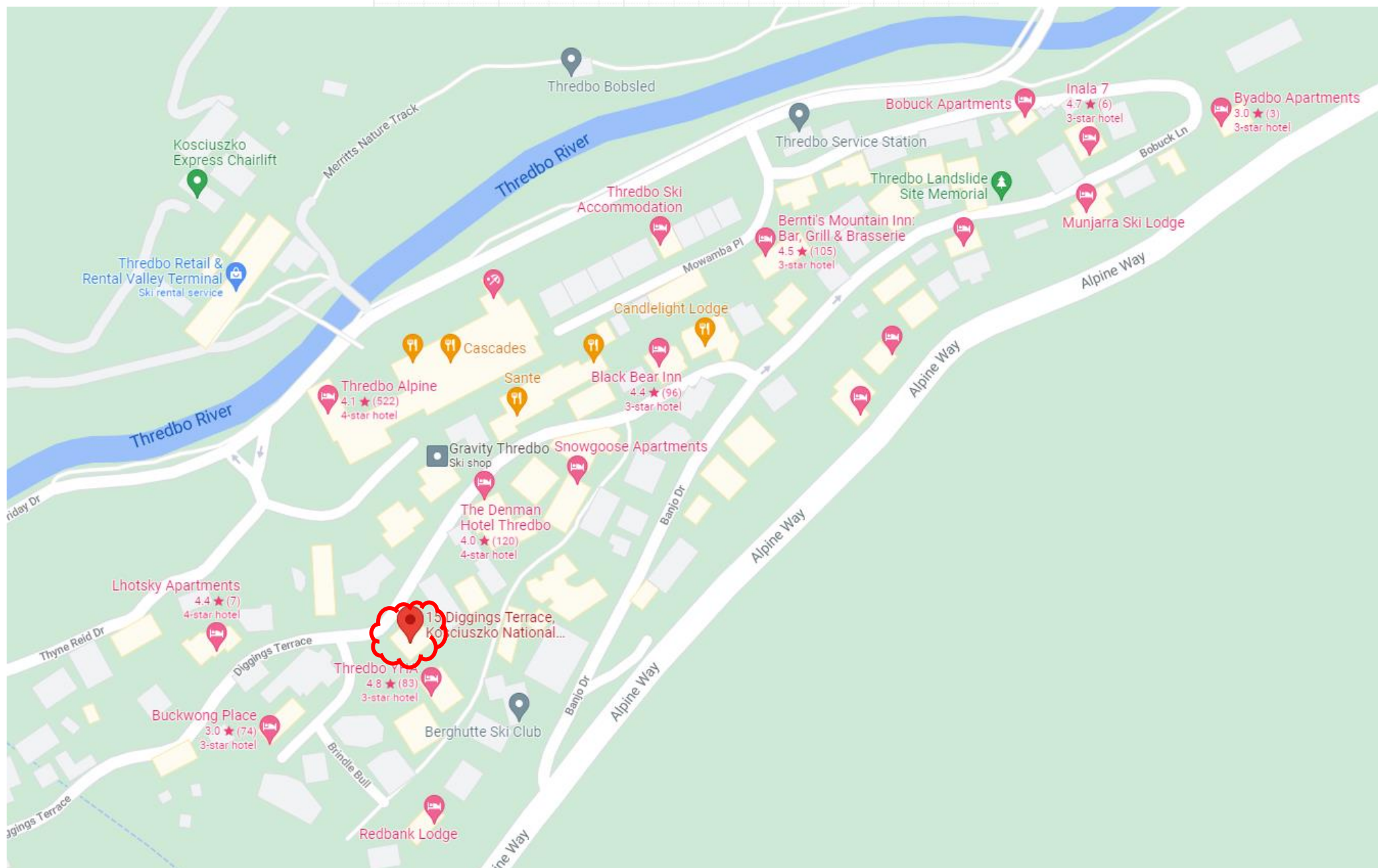
- c) A written statement by the Builder that the Building Works are complete and that, to the best of their knowledge, the special by-law approving the works has been complied with.

LEGASLITIVE REQUIREMENTS

44. The Works will be undertaken in accordance with the following legislative requirements and standards;

- a) The Building Code of Australia (BCA)
- b) Home Building Act 1989 – NSW
- c) National Construction Code
- d) Australian Standards relating to Building Works, and Demolition of Structures.
 - a. Protection of the Environment Operations Act 1997 and Regulations.
 - b. Environmentally Hazardous Chemicals Act 1985.
 - c. Protection of the Environment Administration Act and Regulations.
 - d. Occupational Health and Safety Act 2000 and relevant codes of practice and Standards.
 - e. Occupational Health and Safety Regulation 2001 and relevant codes of practice and Standards.
 - f. Code of Practice for the Safe Removal of Asbestos (NOHSC:2002 1998).
 - g. Guide to the Control of Asbestos Hazards in Buildings and Structures (NOHSC:3002 1998)
 - h. Environmental Planning and Assessment Act 1979
 - i. Local Government Act 1993.

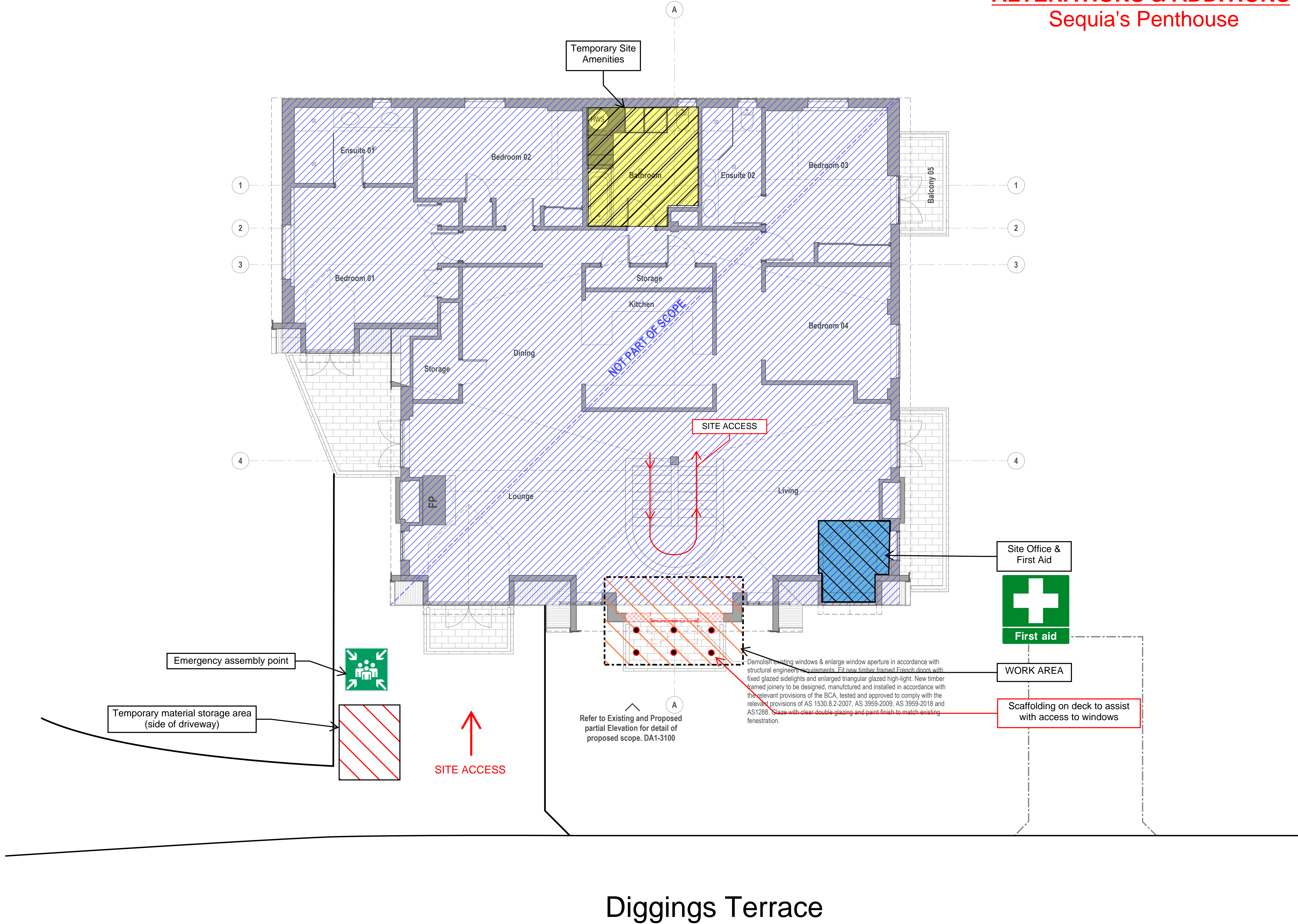


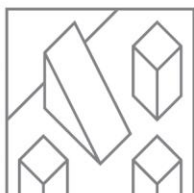


Appendix B – Site Set-up Diagram



ALTERATIONS & ADDITIONS
Sequia's Penthouse







Construction Site
Incident and Emergency Procedures
2021

DO NOT REMOVE FROM SITE OFFICE

General Construction Site
Thredbo, NSW, 2625

AUGUST 2021

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1.0 Introduction

This document outlines procedures in the event of a construction site emergency or incident within Thredbo and provides contact information for emergency services and other support organisations such as gas and electricity suppliers.

A quick reference contact list is located on the back of this document for the use of builders or other contractors working within Thredbo.

It is the purpose of the Incident and Emergency Procedures to protect human life, property and the environment by promoting safe management in emergency situations.

2.0 Emergency Procedures

In the event of an incident or emergency situation the following procedures must be followed and contact made with the appropriate emergency service or organisation.

2.1 SIGNIFICANT CHEMICAL, PAINT OR FUEL SPILL

Objective – Ensure the safety of the general public and minimise potential impact on the environment, in particular any adjacent waterways or other natural features.

1. Immediately notify Fire & Rescue NSW - **CALL 000**
2. Provide the address of the incident and your name and be prepared to provide the following information to Fire & Rescue NSW:
 - a. the type of chemical, fuel or liquid spilt (advise “UN” number of material)
 - b. the exact location of the spill, street address and nearest cross street
 - c. any waterways or other natural features that could or have been affected
 - d. any clean up activities already carried out
 - e. the approximate wind direction if known
3. Turn off all machinery and pumping equipment and evacuate all persons away from the site until “all clear” given by Fire & Rescue NSW. Restrict access to the site to emergency persons only.
4. Fire & Rescue NSW officers will take control of the site upon arrival.
5. Notify Kosciuszko Thredbo Pty Ltd - Environmental Services Manager or Property Manager on **(02) 6459 4100** and if necessary, Kosciuszko Thredbo will notify the Office of Environment and Heritage - Environment Protection Authority and advise of the incident and the rectification works carried out.
6. Follow directions from Fire & Rescue NSW and Kosciuszko Thredbo.
7. DO NOT attempt to clean up spill unless approved by Fire & Rescue NSW.
8. Implement initial site control measures to minimise impacts to waterways, as directed by Fire & Rescue NSW. Where possible bund polluted area with pollution booms or similar.

2.2 SEDIMENTATION OF WATERWAYS OR STORMWATER

Objective - Minimise impacts from sedimentation to waterways and natural features.

1. Immediately notify Kosciuszko Thredbo - Environmental Services or Property Managers on **(02) 6459 4100**.
2. Be prepared to provide the following information to Kosciuszko Thredbo:
 - a. the cause of the sediment pollution
 - b. the exact location of the incident
 - c. any waterways or other natural features that could or have been affected
 - d. any clean up activities already carried out.
3. Implement immediate site controls to minimise impacts to waterways, as directed by Kosciuszko Thredbo.
4. If deemed necessary, Kosciuszko Thredbo will notify the Environment Protection Authority and advise of the incident and the rectification works carried out.
5. Responsibility for the site will remain with the site owner, however all reasonable requests made by Kosciuszko Thredbo in relation to clean up measure and rectification works must be complied with.
6. Maintain sediment controls to prevent further incident.

2.3 BUILDING FIRE / BUSHFIRE

Objective - Reduce impacts from fire to life, property and environment.

1. Immediately notify Fire & Rescue NSW - **CALL 000**
2. Provide the address of the incident and your name and be prepared to provide the following information to Fire & Rescue NSW:
 - a. the exact location of the fire, property name, street address, nearest cross street
 - b. any persons that have been injured or could be injured
 - c. any property that could or has been affected
3. Fire & Rescue NSW to take control of the site upon arrival.
4. Ensure site and any adjoining lodges are evacuated where appropriate.
5. If safe and appropriate, carry out initial fire fighting attack as directed by Fire & Rescue NSW.
6. Where possible and safe, remove any ignition sources such as fuel or flammable liquids.
7. Kosciuszko Thredbo to notify National Parks and Wildlife Service and advise of the incident and the rectification works carried out.

CAUTIONARY NOTE

ALL SERVICES IN THREDBO ARE LOCATED UNDERGROUND AND MUST BE LOCATED BY HAND PRIOR TO ANY MECHANICAL EXCAVATION COMMENCING

2.4 ELECTRICITY SERVICES BREAKAGE or DAMAGE

Objective - Ensure public safety and ensure electricity supplier is notified.

1. Immediately notify Essential Energy - **CALL 132 080**
2. Provide the following information to the Electrical supplier:
 - a. the exact location of the incident
 - b. any persons that have been injured or could be injured
 - c. any property that could or has been affected
3. In the event that someone has been injured, call ambulance – **CALL 000**
4. Restrict access to the site and if possible securely fence off area. **DO NOT** leave the site until utility crew has arrived to rectify damage and provide advice.
5. Notify Kosciuszko Thredbo - Environmental Services or Property Managers on **(02) 6459 4100** of the incident and its location.
6. **DO NOT** enter the site until “all clear” given by Electricity supplier (Essential Energy).

2.5 GAS LEAK / GAS LINE BREAK

Objective - Ensure public safety and ensure gas supplier is notified.

1. Immediately notify Fire & Rescue NSW - **CALL 000**
2. Provide the address of the incident and your name and be prepared to provide the following information to Fire & Rescue NSW:
 - a. the exact location of the leak or break
 - b. any persons that have been injured or could be injured
 - c. any property that could or has been affected
 - d. approximate wind direction if known
3. Eliminate any naked flames, including smoking and prevent vehicle access to the site and adjoining areas.
4. Restrict access to the site and where possible fence off area, including any road access. **DO NOT** leave the site until emergency services have arrived and taken control of site. Provide assistance where directed.
5. Locate all necessary isolation valves to cut supply of gas.
6. Notify Elgas Cooma as soon as practical - **CALL (02) 6452 1440**

2.6 SEWER OR WATER SERVICES BREAK

Objective - Prevent impacts to waterways and property from sewage and provide public safety.

1. Immediately notify Kosciuszko Thredbo Environmental Services Manager or Property Manager on **(02) 6459 4100**.
2. Provide the following information to Kosciuszko Thredbo:
 - a. the cause of the services line breakage
 - b. the exact location of the incident, property name, street address, nearest cross street
 - c. any waterways or other natural features that could or have been effected
 - d. any clean up activities already carried out.
3. Kosciuszko Thredbo to turn off water supply isolation valves if required.
4. Prevent sewage from entering waterways by installing diversion controls and temporary silt fencing or pumping. Sewage diversion should be directed away from waterways to vegetated areas.
5. Kosciuszko Thredbo to determine scale of incident and whether the Environment Protection Authority needs to be notified. Kosciuszko Thredbo are the responsible entity to advise of the incident and the rectification works carried out.

2.7 CRIMINAL ACTIVITY

In the event of life threatening or time critical emergency situation, ring “000”

If you are a victim of a crime or notice criminal activity, other than life threatening or time critical emergency situations, you should contact the Police Assistance Line (131 444) which allows you to report crime over the phone. Once your report is completed by a customer service representative, your information is immediately available to your local police.

If the crime you wish to report cannot be taken over the phone, due to its serious nature, the operator will assist you by advising where you can go to make the report, or by arranging for police to come and see you.

Types of crime you can report to Police Assistance Line (131 444) include:

- Break and Enter
- Motor Vehicle / Vessel Theft
- Stealing
- Malicious Damage, including Graffiti
- Minor Traffic Crashes*
- Lost Property

2.7 CRIMINAL ACTIVITY (CONTINUED)

When a police response is required, Police Assistance Line (131 444) will arrange for police officers to attend.

By phoning Police Assistance Line (131 444), rather than your local police station, you are freeing up Police Officers who could otherwise be on the street actively preventing and investigating crime in your community.

**Where no one was injured, all parties exchanged details and no one was under the influence of alcohol or drugs*

2.8 MEDICAL EMERGENCY / FIRST AID

Objective – In the event of a significant injury or medical emergency, preserve life and make scene safe until emergency help arrives.

1. Immediately notify NSW Ambulance- **CALL 000**
2. Provide the address of the incident and your name and be prepared to provide the following information to NSW Ambulance:
 - a. the address and exact location of the incident, property name, street address, nearest cross street
 - b. the number of persons involved
 - c. the nature of the injury / emergency
 - d. any other relevant information, i.e. prevailing weather if inclement
3. NSW Ambulance to take control of the scene upon arrival. If the incident is inside a property, have someone for the site stand in the adjacent street to alert the responding Ambulance to the exact location of the incident.
4. Ensure all other site personnel are safe.

It is noted that the Thredbo station of Fire & Rescue NSW is an accredited First Responder Unit for the Ambulance and can assist with medical emergencies in the event that the attendance of the Ambulance may be delayed.

However, it is at the discretion of the 000 Ambulance operator to decide whether to respond the Fire & Rescue First Responder Unit, so always ask for Ambulance in a medical emergency.

3.0 General Site Management Principles

1. Notify Kosciuszko Thredbo (02) 6459 4100 (and the Department of Planning, Industry and Environment, Alpine Resorts Team (02) 6456 1733 for DA approved developments) at least 2 days prior to commencement of works on site.
2. Provide the following in the site office or other suitable and safe location:
 - a) Appropriately stocked chemical / fuel **spill kit** with signage.
 - b) A 9kg ABE Type **Fire Extinguisher**. The Fire Extinguisher should be signposted and visible in accordance with AS 2444.
 - c) Appropriately stocked **First Aid kit** with signage.
 - d) Planning and Environment **Development Approval** documentation
 - e) The approved and up-to-date **Construction Certificate** or other building approval document.
 - f) All approved **Construction Certificate plans**, including site management and sediment control plans.
 - g) **Incident & Emergency Procedures** and contact list.
3. Implement Site Management Controls and Sediment Controls in accordance with the approved plans and specifications, prior to commencement of any works. Ensure site management and sediment controls are installed correctly to prevent impacts to waterways and natural features, such as trees identified to be retained.
4. Check and maintain site controls throughout construction phase and ensure trees are protected from physical damage.
5. Store all building materials on disturbed areas inside the property. Obtain approval from Kosciuszko Thredbo prior to storing materials on the footpath, roadway or adjacent properties.
6. Carry out and document regular inspections of all sediment and site controls structures (recommended at least weekly, as well as during and after rainfall events). These must be carried out during the entire period of construction. The site and sediment controls should only be removed once revegetation has commenced and the soil is stabilised.
7. Stormwater collected by any hardstand areas, and roof drainage should be drained via sediment traps to adjacent drainage features.
8. It is recommended that the perimeter of all buildings on the site be drained to ensure the foundations are kept free from excessive moisture and be in accordance with any geotechnical recommendations for the site.
9. Suitable controls must be implemented which prevent construction refuse from being blown from or otherwise leaving the site. No wastes are to be buried or disposed of on-site. In particular, **waste skips are to be kept covered at all times**.

4.0 Quick Reference Contact List

Emergency Service / Emergency Contact	Emergency Contact Phone Number	General Business Phone Number
FIRE & RESCUE NSW	000	Thredbo Fire Station - 6457 6144
NSW AMBULANCE SERVICE	000	13 16 33
NSW POLICE SERVICE	000	Jindabyne Police - 6456 2244 Police Assistance Line (PAL) – 131 444 Crime Stoppers – 1800 333 000
KOSCIUSZKO THREDBO sewer, water & stormwater	6459 4100 or 6459 4200 (AH)	Environmental Services & Property Managers – 6459 4100
DOCTOR, Thredbo	6459 4135	Thredbo Alpine Hotel - 6459 4200 NOTE: Thredbo Doctor is not always available during the summer months
DOCTOR, Jindabyne	6457 1221	-
Environment Protection Authority (EPA)	131 555	Queanbeyan Regional Office – 6299 3330
ESSENTIAL ENERGY	132 080	General Outages: 132 080 General Enquiries: 132 391
ELGAS	131 161	Cooma - 6452 1440
National Parks & Wildlife Service (NPWS)	1800 629 104	Jindabyne Regional Office – 6450 5555
Dept. of Planning, Industry & Environment – Alpine Resorts Team	-	6456 1733
NSW Rural Fire Service	000	State Operations, Sydney – 8741 5555
Poisons Information Centre	131 126	131 126
Safe Work NSW	131 050	General Information - 131 050
Telstra (Faults)	132 255	1 800 630 845
Chemical Industry	1800 033 111	-