

# **Karara Mining Limited**

Scope of Work for Site Wide - Supply of Scaffolding  
Equipment and Support

1300-COR-SOW-XXX

04 September 2025

**SCOPE OF WORKS FOR SITE WIDE SUPPLY OF SCAFFOLDING EQUIPMENT AND SUPPORT**

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**SYNOPSIS**

*"This document has been prepared by Karara Mining Limited for exclusive use ("the Purpose").  
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1300-COR-SOW-XXX– SITE WIDE - SUPPLY OF SCAFFOLDING EQUIPMENT AND SUPPORT					
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**SCOPE OF WORKS FOR SITE WIDE SUPPLY OF SCAFFOLDING EQUIPMENT AND SUPPORT**

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**CONTENTS**

1.	INTRODUCTION .....	4
2.	GLOSSARY .....	5
3.	GENERAL CLIMATIC INFORMATION - MEAN WEATHER DATA.....	6
4.	SCOPE OF WORK.....	8
4.1	General .....	8
4.2	Site Establishment .....	9
4.3	Mobilisation.....	10
4.4	Site Safety and Site Access (including Induction programs) .....	11
4.5	Demobilisation.....	13
4.6	Lighting.....	14
4.7	Site Supervision and Management.....	14
4.8	Work Excluded .....	15
5.	DESCRIPTION OF WORK IN DETAIL .....	17
5.1	Specific Work Description .....	17
5.2	Specific Method Statement.....	18
5.3	Corporation with Other Contractors and Operators .....	18
5.4	All Work Included .....	19
6.	SCHEDULE AND MONITORING .....	19
6.1	Program .....	19
6.2	Monitoring and Reporting.....	20
6.3	Progressive Documentation of Completed Works .....	20
7.	HSEC MANAGEMENT .....	21
7.1	General .....	21
7.2	Environmental Requirements.....	24
8.	APPLICABLE DOCUMENTS .....	26
8.1	Procedures, Standards and Specifications .....	26

## SCOPE OF WORKS FOR SITE WIDE SUPPLY OF SCAFFOLDING EQUIPMENT AND SUPPORT

### 1. INTRODUCTION

The work (Site wide Supply of scaffolding equipment and support) is located at Karara mine site located in the Midwest region of Western Australia in the Shire of Perenjori, approximately 320 Km north-north-east of Perth and 225 Km east of Geraldton (Figure 1).

Access to the site from Geraldton is via the Geraldton-Mount Magnet Road to Mullewa, the Mullewa-Wubin Road to Koolanooka and then via a 60Km long, graded, unsealed track to the site. Alternative access to the site from Geraldton is via the Brand Highway to Dongara, the Midlands Road to Mingenew, the Mingenew-Morowa Road to Morawa, and the Mullewa-Wubin Road to Koolanooka and then via a 609Km long, graded, unsealed track to the site.

Access to the site from Perth or Fremantle is via the Great Northern Highway to Wubin, the Mullewa-Wubin Road to Koolanooka and then via a 60Km long, graded, unsealed track to the site.

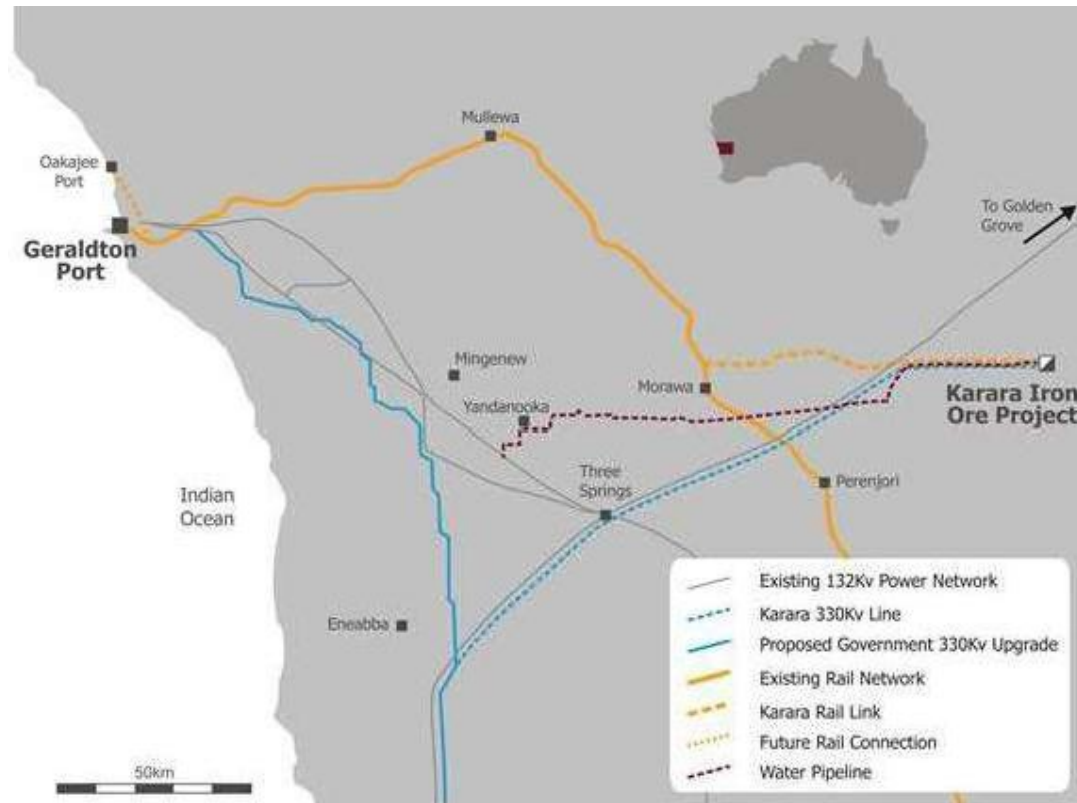


Figure 1: Location of Karara Mine Site

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**SCOPE OF WORKS FOR SITE WIDE SUPPLY OF SCAFFOLDING EQUIPMENT AND SUPPORT**

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**2. GLOSSARY**

Wherever the words "Company, Purchaser or Buyer" are used, it shall mean Karara Mining Limited.

Wherever the words "Contractor, Supplier" are used it shall mean the person so named in the Contract (and its successors and permitted assigns).

Wherever the words "Company's Representative, Purchaser's Representative or Buyer's Representative" are used, it shall mean the person so named in the Contract (and its successors and permitted assigns).

<b>Term</b>	<b>Definition</b>
Contract	The agreement between the Company and the Contractor to which this Scope of Work pertains.
Equipment	Means the goods to be supplied by the Contractor.
<b>HSEC</b>	Health, Safety, Environment and Community
KIOP	Karara Iron Ore Project
KML	Karara Mining Limited
Mine site, Site	The location of the KIOP mine at Karara in the Mid-West Region of Western Australia, approximately 215 km East of Geraldton and 320 km North-North East of Perth.
SOW	Scope of Work
Tenderer	Means a person who lodges a tender for the Work.
Work	Includes the supply of Services and Equipment.
The Works	Means the whole of the Work to be carried out under the contract.

**SCOPE OF WORKS FOR SITE WIDE SUPPLY OF SCAFFOLDING EQUIPMENT AND SUPPORT**

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**3. GENERAL CLIMATIC INFORMATION - MEAN WEATHER DATA**

The following information is provided as a guide to weather conditions in the Karara Mine Site area.

The nearest Meteorological Station is that of Morowa, Bureau of Meteorology station number 008093. The synoptic station is located at 29.21oS; 116.00890 E. The station elevation is 274m AHD.

The next approximate meteorological station is that of Paynes Find, Bureau of Meteorology station number 007139. The synoptic station is located at 29.27oS; 117.68360 E. The station elevation is 3390m AHD. The indicative average climatic data is as follows:

**a. General conditions**

Climate statistic	Annual Value (Morawa)
Mean Daily Solar Exposure ( MJ/m2)	20.7
Mean Number of clear days	147.4
Mean Number of cloudy days	65.1

**Table 1: General Conditions****b. Temperature Data**

Climate Statistic	Annual Value, Morowa
Mean Maximum Temperature (oC)	27.4
Highest Temperature (oC)	47.8
Mean Number of Days $\geq$ 30oC	135.1
Mean Number of Days $\geq$ 35oC	73.5
Mean Number of Days $\geq$ 40oC	20.5
Mean Minimum Temperature (oC)	12.4
Lowest Temperature (oC)	-2.2
Mean Number of Days $\leq$ 2oC	7.6
Mean Number of Days $\leq$ 0oC	1.5
Mean 9AM Temperature (oC)	18.8
Mean 9AM Wet Bulb Temperature (oC)	14
Mean 9AM Wet Bulb Temperature (oC)	10
Mean 9AM Relative Humidity(%)	62
Mean 3PM Temperature (oC)	26.4
Mean 3PM Wet Bulb Temperature (oC)	16.6
Mean 3PM Dew point Temperature (oC)	8.7
Mean 3PM Relative Humidity(%)	37

**Table 2: Temperature Data**

**SCOPE OF WORKS FOR SITE WIDE SUPPLY OF SCAFFOLDING EQUIPMENT AND SUPPORT**

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**c. Rainfall data**

Climate Statistic	Annual Value, Morowa
Mean Rainfall ( mm)	332.8
Highest Rainfall ( mm)	580.4
Lowest Rainfall (mm)	149.1
Decile 1 month Rainfall (mm)	227.2
Decile 5 (Median) Monthly Rainfall (mm)	325.2
Decile 9 Monthly Rainfall (mm)	452.4
Highest Daily Rainfall	120mm
Mean Number of Days of Rain	71.4
Mean Number of Days of Rain $\geq 1$ mm	50
Mean Number of days of Rain $\geq 10$ mm	8.7

**Table 3: Rainfall Data****d. Wind Parameters**

Climate Statistic	Annual Value, Morowa
Mean 9AM Wind Speed ( km/h)	11.2
Mean 3 PM Wind Speed (km/h)	12.9

**Table 4: Wind Parameters**

## **4. SCOPE OF WORK**

### **4.1 General**

This is a schedule of rates contract to mobilise, operate, maintain and demobilise all materials, equipment and labour required for the supply of Scaffold Services and Confines Spaces Management as defined by the Company being Karara Mining Limited (KML).

The Contractor shall ensure the performance of Services will be undertaken in accordance with the Contract, any legislative requirement (including the Mines Safety and Inspections Act) and all applicable Company's policies, procedures, plans and standards and Australian standards referred to in the drawings and the specifications.

The Contractor must:

- (i) Provide all things necessary, including, but not limited to, the provision of labour, materials, equipment, tools, consumables, storage facilities, design and testing, commissioning, all management, administration, supervision, transport of equipment Site (initial mobilization and final demobilization only), transport of personnel at the Site, inductions, quality control, inspections, permits, training, VOCs, operation, maintenance and calibration of all associated plant and equipment necessary to carry out the Services on an 'as required' basis for the duration of the works;
- (ii) Plan and make efficient use of resources (labour and equipment) to meet the requirements of the Contract and limit the fatigue of workers. Work Safe guidelines shall be used as a guide to work hours, breaks between shifts and fatigue management processes; and
- (iii) Ensure Good Industry Practice is employed and maintained in all areas in performance of Services;
- (iv) Provide sufficient labour and equipment resources to perform all Services which requires a ramp-up of resources for Maintenance and miscellaneous shut-down/ refurbishment works for both Scaffold and Confined Space, and with competent and skilled employees; and
- (v) Ensure all Services provided are read in conjunction with the referenced drawings, specifications and procedures.
- (vi) Ensure the Supply of all Equipment is fit for purpose and in full compliance to all statutory requirements and in accordance with CORP-HS-STD-1041-Scaffolding, Ladders, Stairs and Walkways Standard.



**SCOPE OF WORKS FOR SITE WIDE SUPPLY OF SCAFFOLDING EQUIPMENT AND SUPPORT**

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**4.2 Site Establishment**

- a) The Contractor will establish the Site facilities and infrastructure required to carry out the Services (together 'the Establishment'). The Contractor shall nominate its preferred size of the area for its temporary site facilities, including storage areas; however the ultimate size of the area allocated to the Contractor of this purpose is at the sole discretion of the Principal Representative.
- b) The Company Representative will make available a cleared and compacted area to the Contractor for its temporary laydown area and storage of materials. Supply and installation of security fencing will be the responsibility of the Contractor (if required).
- c) The Contractor shall provide and maintain first aid kits and fire extinguishers.
- d) The Contractor shall provide suitable transportation vehicles for commuting personnel between the village and the Site and around the Site. No private or non-mine specification vehicles will be allowed at the Site or the village.
- e) Establishment of machinery parking area(s) including approved containment and storage for fuel, oil and other potential contaminants necessary for Plant, Temporary Works and equipment maintenance and operation during the period of The Site Services.
- f) A detailed breakdown of the individual components of the establishment cost must be provided where the Contractor claims reimbursement of the costs Under Schedule 3 - Fee of the Contract, those establishment items are then owned by the Principal and the Contractor cannot claim disestablishment on these items at the end of the relevant Term.
- g) Potable water for the Contractor's workforce will generally be available from the village water tank, reticulated to office area. Other utilities such as electricity and office area will provided to the Contractor by the Principal free of charge. The Contractor will be responsible to provide all necessary furniture, plant, fittings, tools, to connect stock and / or utilise any facilities that are in addition to those provided by the Company.
- h) If any Site facilities and infrastructure is provided by the Principal, these Site Facilities are to be handed back to the Principal at the end of the term in a good condition acceptable to the Principal which is subject to fair wear and tear of Site facilities and infrastructure
- i) The Contractor must in operating the Establishment:

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**SCOPE OF WORKS FOR SITE WIDE SUPPLY OF SCAFFOLDING EQUIPMENT AND SUPPORT**

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- a. comply with all relevant Laws including but not limited to the Mines Safety and Inspection Act 1994, the Explosives and Dangerous Product Act, and the Company's procedures contained herein, all as modified from time to time;
- b. consider the maximum necessary amount of storage;
- c. consider the congestion of the area and other work area's;
- d. consider proximity of other buildings and facilities and any risk to those buildings and facilities;
- j) The Contractor shall be responsible for maintaining the Establishment in good condition and the Establishment shall at all times be kept in a safe and workmanlike state to the satisfaction of the Company

**4.3 Mobilisation**

The Contractor shall

- a) Provide materials as required to protect equipment from the elements and damage of any kind whatsoever, such as impact, fire and the like by both the Contractor's personnel and that of others during the execution of the Works.
- b) Supply and erection of all temporary guards, barriers, and hand rails required for the execution of the Works.
- c) Assembly and installation of mechanical equipment related to the contractors workshop, plant and equipment.
- d) supply all necessary ancillary equipment for own use. (e.g: Computers; Software, internet connections, Mobile Phones; Two way radios; Stationary)

The Contractor must allow/ ensure for:

- e) site inductions, medicals and necessary training and equipping of all personnel, including Subcontractors, in accordance with the Principal's safety procedures;
  - f) supply all experienced and competent labour necessary to complete The Site Services under the Contract including all training at a minimum for all workers being: confined space and working at height. VOCs and medicals etc. required to perform the Works.
  - g) Supply of Personal Protection Equipment (PPE)
  - h) ensure personnel compliance with ancillary competencies, including, but not limited to the following VOC related activities: (ie Current: 4WD & HR tickets & licenses, Confined Space, Working at Heights, Rigging, Scaffolding, Elevated Work Platforms (EWP), Forklift, telehandlers, etc)
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**SCOPE OF WORKS FOR SITE WIDE SUPPLY OF SCAFFOLDING EQUIPMENT AND SUPPORT**

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- i) ongoing transport and delivery of all approved Contractor's Plant and Equipment between the Contractor depot and Site will be free issued by the Company (except for initial mobilisation and final demobilisation from the Site); and
- j) The Contractor acknowledge additional scaffolds, carnage, forklift or site access equipment at Site is free issued by Company for loading and unloading / placement of equipment, only where the Contractor's equipment is not suitable and must be planned and coordinated in accordance with Company availability of these additional site resources.
- k) Contractor may claim the amounts set out in Schedule 3 - Fee of the Contract for carrying out of these mobilisation and establishment activities at Site.

**4.4 Site Safety and Site Access (including Induction programs)**

- a) The Contractor shall ensure that any person involved in The Site Services entering the Site has received and successfully passed the Company's induction program.
- b) The Contractor shall carry out all work in a safe and professional manner and in accordance with the Mines Safety and Inspection Act and the regulations thereto as amended.

The Contractor shall (if applicable):

- c) supply, install and maintain all temporary safety equipment and materials for the protection of the works and people for the duration of the works on site in accordance with the Mines Safety and Inspection Act and Regulations, KML Safety Requirements;
- d) Prepare and update a Traffic Management Plan as required to ensure work scopes are completed safely, . Including, but not limited to, erection and maintenance of all road traffic signs, radio call up points, restricted entry areas etc. to ensure safe works;
- e) Plan the works in close consultation with the Principal Representative so that labour and equipment utilization is used cost effectively and consistent with Principal requirements;

**SCOPE OF WORKS FOR SITE WIDE SUPPLY OF SCAFFOLDING EQUIPMENT AND SUPPORT**

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- f) Liaise with Company Representative to ensure workloads and work areas are correctly managed and to mitigate relocation or re-work due to poor planning or design by the Contractor; and
- g) Be responsible for the protection of all existing services and structures identified by KML in the work area. Any damage to known services caused by the Contractor shall be repaired at the Contractors expense.
- h) Where applicable, provide and maintain guarding, fencing, danger signs and other items necessary to ensure the safety of all personnel, plant and equipment engaged to the Site from hazards associated with the Contractor's operations. At all times, access ways must be kept clear of objects or obstructions which could cause injury to personnel or damage to equipment and plant.
- i) Where applicable, provide and maintain all temporary storage facilities supplying potable water, connecting power and compressed air during the works which are to be regularly inspected and maintained at the required frequency as stated by the manufacturer and/ or the Health, Safety, Environment and Community Management Plan(s) HSECMP.
- j) Regular clean-up of the work areas in accordance with the Health, Safety, Environment and Community Management Plan(s) (HSECMP) and/ or as directed by the Principal Representative. The Contractor shall also conduct a final clean-up of the work areas upon completion of the Works.
- k) Housekeeping of the storage area to acceptable standard and to allow efficient stocktaking and auditing of Contractor's equipment
- l) Segregation and disposal of all general waste materials on site as directed by the Principal Representative.
- m) Liaise with Company representative for the removal from site of all tyres, hydrocarbon and hazardous waste, including used or surplus chemicals, used chemical and hydrocarbon containers.
- n) Participate in a daily brief "Pre-start" on-site meeting with the KML site Representative and Contractor's site supervision to plan and agree on the work program for the day/shift following. The Contractor shall;

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**SCOPE OF WORKS FOR SITE WIDE SUPPLY OF SCAFFOLDING EQUIPMENT AND SUPPORT**

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- a. Attend daily Tool Box meetings that shall be attended by all site personnel, contractors, subcontractors and KML Site Representative. Key issues discussed shall be recorded and a copy sent to KML Site Representative;
- b. Prepare JHA's (Job Hazard Analysis) for specific tasks as required by KML safety requirements or as instructed by KML Site Representative; and
- c. The Contractor acknowledges that it must work with other contractors that may need to access areas that the Contractor also accesses. The Contractor must conform to a traffic management plan developed and implemented by the Contractor that takes into account and plans for such instances, in line with the Principal's requirements for traffic management, and agreed to by the Principal as amended from time to time.

#### **4.5 Demobilisation**

- a) The contractor should provide a lump sum for demobilisation and disestablishment of the Contractors Yard site after completion of the Services Contract which should include:
  - a. Completion of demobilisation plan for approval and to the satisfaction of the Company.
  - b. Transport and removal of all Contractor owned items used or stored on site during the Contract.
  - c. Demobilisation personnel and Subcontractors;
  - d. Removal of Contractor's Plant and Equipment;
  - e. Remove all other support materials and equipment, required for the Services;
  - f. Decommission Contractor owned buildings and infrastructure; and
  - g. Cleaning the site as stipulated by the Principal's environmental requirements,
- b) The Contractor may claim the amounts set out in Schedule 3 - Fee of the Services Contract for carrying out of these demobilisation activities.

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**SCOPE OF WORKS FOR SITE WIDE SUPPLY OF SCAFFOLDING EQUIPMENT AND SUPPORT**

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**4.6 Lighting**

- a. The Contractor shall ensure all work carried out during the hours of darkness or poor visibility can be undertaken safely; and
- b. as a minimum provide adequate lighting in the following areas used exclusively or predominantly by the Contractor;:
  - i. at all main work front locations for both Scaffold and Confined Space;
  - ii. at the workshop and other maintenance areas; and
  - iii. in any other working area deemed necessary by the Principal; and
- c. ensure that all lighting is installed and used so as not to create undue environmental or social nuisance.

**4.7 Site Supervision and Management**

- a) The Contractor will appoint a qualified site manager will be the Contractor's Representative under the Contract and accountable for the Works and the central point of contact for the Company's Representative. The Contractor's Representative is one of the key personnel under the Contract. The Contractor's Representative will be a competent professional with all the required and current industry accreditations/ certifications/tickets/licenses etc. and has significant understanding of such types of works similar to the Works required by the Contract.
- b) The Contractor will maintain at all times full supervision of the Works by a competent supervisor experienced in the Works and this type of work in addition to a full time safety officer. Both will be key personnel under the Contract.
- c) The Contractor Supervisor is required to manage the following minimum responsibilities;
  - i. Manage and run the scaffold tag register (legal document)
  - ii. Manage daily timesheet completion (including overtime requests)
  - iii. Safety compliance to the Companies requirements
  - iv. Manage Job Hazard Analysis (JHA) completion and quality with the workforce
  - v. Control scaffold requirements in the yard and scaffold design & associated loading capacity requirements
  - vi. Scope jobs and provide timing estimates to the Planning or Supervisor teams

**SCOPE OF WORKS FOR SITE WIDE SUPPLY OF SCAFFOLDING EQUIPMENT AND SUPPORT**

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- vii. Ensure personnel compliance with required competencies, including, but not limited to (i.e. Drivers License, Confined Space, Working at Heights, Rigging, Scaffolding, Elevated Work Platforms (EWP), Forklift, telehandlers, etc.)
  - viii. Ensure equipment is maintained to an acceptable standard (ie Light Vehicles, Trucks, etc.)
- d) The personnel roster (2 weeks on, 1 week off 2:1 or other proposed roster) will be included in the Contractor's Method Statement.
- e) The Contractor must mitigate the fatigue of workers in accordance with their own Fatigue Management Policy. The KML Fatigue Management Policy CORP-HS-POL-1031 can be used as a reference.
- f) All of the Contractor's key personnel including Contractor's Representative and safety officer will be available for meetings and consultation with the Company's Representative for not less than an additional two (2) weeks after the date of practical completion for post-construction closeout discussions with the Company and the Contractor shall comply with any directions of the Company's Representative in accordance with the Contract. A project organization structure indicating all key personnel will be included in the Contractor's Method Statement.
- g) Provide weekly reports on safety, manpower, plant and equipment in a format approved by the KML Representative.
- h) Provide monthly reports in a format approved by the Company Representative in accordance with the Contract.

**4.8 Work Excluded**

- a) The above is a general outline of the requirements, but it is the Contractor's responsibility to provide all personnel, equipment and services required to complete this work, except for specific exclusions detailed below which will be provided by the Company:
  - a. Provision of serviced accommodation and messing for personnel at the KML village in accordance with the Company's site procedures;
  - b. Provision of air travel between Perth and the KML village in accordance with the approved manning schedule;
  - c. Provision of fuel at the Karara Minesite in accordance with the Company's procedures;
  - d. Provision of Site and area inductions at no cost to the Contractor;

**SCOPE OF WORKS FOR SITE WIDE SUPPLY OF SCAFFOLDING EQUIPMENT AND SUPPORT**

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- e. Provision of site office room, crib rooms, ablutions and utilities for the use of the Contractor's personnel at the Company's office area;
  - i. current office facility infrastructure, electrical reticulation and compound storage/ signage owned by the Company.
- f. Provision of a staffed medical facility at the village and Operations Site; and
  - i. emergency response facilities (including firefighting capability)
- g. Ongoing Transport between Contractors Depot to Karara Site Laydown area, via the Company's preferred carriers in accordance with the Company's procedures.
- h. Water, from the Company's water storage sites in accordance with Karara's procedures (if required);
- i. Heavy duty rigging equipment, including additional craneage and forklift lifting activities (excluding working at heights and related PPE)
- j. Level and compacted laydown area for storage of Contractor equipment..
- k. All current office facility infrastructure, electrical reticulation and compound storage/ signage owned by the Company.
- l. Confined Space Entry detection equipment. PLEASE NOTE: The contractor will be responsible for all calibration and condition of the equipment in accordance to Manufacturer requirements.
- m. Survey;

Notwithstanding the above, the Company's Representative may direct the Contractor to undertake certain aspects of the Excluded Works within the Contractor's capability and will issue a variation order in accordance with the Contract with respect to any such direction.



## **5. DESCRIPTION OF WORK IN DETAIL**

### **5.1 Specific Work Description**

The Services to be provided by the Contractor shall include, but not be limited to:

- a) Ensuring Scaffold Equipment, including all components, is available onsite in accordance (at a minimum) with KML CORP-HS-STD-1041 and associated Procedures, Standards and Specifications and all other legislative Requirements at all times.
- b) Ensuring Confined Space Policy and Procedures are followed (at a minimum) in accordance with 1000-HS-FRM-1045 and associated Procedures, Standards and Specifications and all other legislative Requirements at all times.
- c) Keeping a register of all incoming and outgoing scaffolding, to be supplied as a report to the Company on a weekly basis, and continually seek to optimise the utilisation of Permanent Site Requirements and related labour resources.
- d) Maintain, certify, erect and modify third party scaffold which is owned by the Company from time to time. Third party scaffold is typically permanently erected, and critical to maintain access in difficult to access areas.
- e) Supply of Equipment on an 'as required basis' and to ensure that at no Equipment shortfalls of Scaffold Equipment at Site.
- f) Scaffolding equipment should consist of Tube/Fitting; Planking; Beam Clamps; Stair Treads; Ladders; Ladder Trusses; Base plates, Certified Lifting Cages/stillage and other quantities of equipment not listed in delivery of the Services.
- g) Components breakdown may consist of tube and fittings, however, the utilisation of all equipment must be efficient and effective for the activity. Contractor Management/Labour teams would also be required to stack and sort equipment as deemed necessary to maintain equipment in a usable state at all times.
- h) Supplying scaffolding to meet all Company's demand to achieve best practice scaffold design and erection requirements and at all times, mitigate unused, obsolete or damaged scaffold equipment from the site at earliest possible convenience.
- i) Onsite Transport and material handling machinery will be agreed by the Company prior to mobilisation to site. It should be noted that the road surfaces and access roads are unsealed so suitable equipment/forklifts supplied are required to provide safe transportation of equipment/materials as required.
- j) The Contractor is also responsible for maintenance of all Owned/ Hired Plant and Equipment such as telehandler, staff trucks and light vehicles.

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**SCOPE OF WORKS FOR SITE WIDE SUPPLY OF SCAFFOLDING EQUIPMENT AND SUPPORT**

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- k) Contractor to provide all necessary management and supervision in accordance with KML policy and Procedures.
- l) Daily timesheets duly signed and approved by an authorised Company representative must support all services and repair work provided under the Contract.
- m) Summary Timesheets for respective work will need to be progressively submitted throughout the month. All Summary Timesheet information must be submitted to the Company in the correct format by the first day of the month for the previous month's services. Any variations to costs submitted in the timesheet information will not be paid unless approved by the Company.

## **5.2 Specific Method Statement**

The Contractor will submit to the Company's Representative a detailed Method Statement, outlining how the Contractor will carry out and complete Works in accordance with the Contract and directions authorized by the Contract. At tender stage, the Contractor may submit up to three alternative approaches for undertaking the works. The quotation for the works shall be submitted for each method statement.

A final method statement shall be prepared by the Contractor after consultation with the company.

The Method Statement shall include (as a minimum) details on:

- a. A sequential approach for undertaking the various phases of the Works in accordance with the Priority List as in Appendix A;
- b. Plant earmarked for various sections of the Work;
- c. Construction plant equipment mix and how each piece of equipment will be utilized effectively;
- d. Description of resources schedule and ramp up charts (plant equipment and personnel); and
- e. Any QA/QC links that ensures quality of the Works and/or minimize rework.

The Method Statement will be reviewed and revised by the Contractor as and when required and any revision/s will be promptly submitted to the Company's Representative.

## **5.3 Corporation with Other Contractors and Operators**

The location of the Works and its nature is such that other Contractors and/or operations personnel will be working in close proximity to the Contractor during the performance of the Works.

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**SCOPE OF WORKS FOR SITE WIDE SUPPLY OF SCAFFOLDING EQUIPMENT AND SUPPORT**

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- a. The Contractor must at all times, co-operate to the fullest extent with other Contractors and operations personnel, and acknowledges and agrees that the *pricing schedule* and *program* allow for such cooperation including any inconvenience of working around other Contractors and operations, any restrictions on access due to activities of others and any need to use temporary and incomplete access ways.
- b. The Contractor will not be entitled to make any *claim* whether for payment, adjustment of the Contract *sum* or otherwise in respect of the above and any cost and time consequences of such cooperation, inconvenience, restrictions and constraints will be deemed to be included in the Contract *sum* and the *Program*.

#### **5.4 All Work Included**

- a. The Contractor has allowed for the provision of all plant, equipment, personnel and work necessary for satisfactory and safe completion and performance of the Works and to carry out and complete the Work in accordance with the Contract and directions authorized by the Contract, whether or not expressly mentioned in the Contract including the drawings and the specifications.
- b. All such plant, equipment, personnel and work must be undertaken and provided by the Contractor and forms part of the Work and will not entitle the Contractor to make a claim except as otherwise expressly provided for in the contract or approved by Company Representative in writing.

### **6. SCHEDULE AND MONITORING**

#### **6.1 Program**

- a. The program will be prepared by the Contractor in accordance with the Contract and will show interdependencies between activities and events, projected sequencing and durations, set out to a time scale of working weeks, and include sufficient detail to describe the major elements of work within each area of work.
- b. The program shall be revised and approved by the Company's Representative. Such revisions shall not show any alterations to milestone dates unless expressly approved in writing by Company's Representative. The program shall be monitored and presented to Company's Representative on a weekly basis during the construction meetings. A fortnightly look-ahead schedule shall be submitted to Company's Representative at weekly meetings.

## **6.2 Monitoring and Reporting**

The contractor will prepare a list of Key Performance Indicators (KPIs) in consultation with the company's representative to reflect the requirements for the contractor's Works on site. The contractor will monitor these KPI's and report progress to company's representative on a weekly basis or as otherwise required by the company's representative.

The contractor shall monitor and report progress including KPIs on a weekly basis and present to the company's representative at weekly meetings showing:

- a. Percentage of *site* establishment and mobilization complete to date;
- b. Facilities that contractor has worked on during the week
- c. The type of work undertaken in that facility
- d. Work completed in any facility to date;
- e. Safety and environmental performance data;
- f. Number and details of *personnel* on *site* on daily basis throughout the week;
- g. Number and type of *plant* and equipment on *site* on daily basis throughout the week;
- h. Other scope and contract requirements as required by company's representative.

## **6.3 Progressive Documentation of Completed Works**

- a. The Contractor will submit as a commented works completed for any facility where work was undertaken. Photographic information of the completed work and dates completed shall form key part of this.
- b. The Contractor shall state any rework or defect encountered and how it was rectified as well as other issues encountered during execution of that sections of the Works.

## **7. HSEC MANAGEMENT**

### **7.1 General**

- a. All work undertaken for this project shall be carried out with the greatest regard and attention to safety issues. The Occupational Health and Safety Management Plan document number 1000-HS-PLN-1001 outlines the minimum safety and health requirements to be implemented in delivery of services to KML for the project. The Contractor shall comply with all safety requirements of the relevant Acts, Regulations, By-Laws, Codes of Practice, Standards and other regulatory requirements.
- b. The safety and health of personnel shall be considered in the design and planning stage, and managed accordingly in the execution phase. Hazards considered shall include that which will be encountered during site and field works, and during travel. Particular attention shall be paid, when choosing locations for equipment, to providing safe access and egress of personnel.
- c. As a minimum the Contractor must have in place safety management systems that utilise risk based assessments on all equipment, products, services and personnel that are brought on Site to supply the Services.
- d. Prior to mobilising to site, the Contractor is required to conduct a Contractors Risk Assessment Workshop (CRAW) with key stakeholders to further identify and assess hazards and determine management controls. Hazards identified and outputs from the CRAW are incorporated into the Safety / Environmental Management Plan, whereby further policies and procedures are implemented accordingly to ensure safe and efficient delivery of the Services.
- e. Notwithstanding any other conditions of the Contract the Contractor shall conduct its operations in accordance with the Company's Occupational Health and Safety ("OH&S") Policy (1000-HS-PLN-1001) for the KML operation.

#### **7.1.1 Site Safety Requirements**

The Contractor shall:

- a) Take all care and necessary precautions in planning and execution of The Site Services and as a minimum institute such measures, as detailed within this SOW, to manage Site safety and ensure a safe working environment. All elements of The Site Services shall conform to the Company's "Occupational Health and Safety Management Plan" (1000-HS-PLN-1001), relevant Codes of Practice, By-Laws, Acts, Regulations and statutory requirements.

**SCOPE OF WORKS FOR SITE WIDE SUPPLY OF SCAFFOLDING EQUIPMENT AND SUPPORT**

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- b) Prepare and submit a Project Site Health and Safety Management Plan, Environmental Management Plan and HSE Risk Register to the Company's Representative for approval within the time period specified in the Contract. The plans shall include, but not be limited to, the provisions of this SOW and the specifications.
- c) Conduct inductions; training for high risk work licenses, certificates of competency and verifications of competency. The Contractor shall provide a copy of the following information for each person inducted in a form acceptable to the Company:
  - I) Certificates issued.
  - II) Medical examination results.
  - III) Date the competency / skill was verified by the Contractor (and the name of the assessor).
  - IV) Drivers' licenses.
  - V) Personal details.

**7.1.2 During Site works**

The Contractor will:

- a) Hold a daily brief "start of shift" on-site meeting with the Company's Representative and Contractor's key personnel responsible for site supervision to plan the work for the day/shift following;
- b) Hold weekly tool box meetings that shall be attended by all site personnel, Contractor, sub-Contractors and Company's Representative. Key issues discussed shall be recorded by the Contractor and a copy sent to Company's Representative ;
- c) Hold a weekly construction meeting with the Company and any Company-engaged consultants with the Company's Representative or delegate, record minutes of meeting and submit a draft minutes to the Company's Representative for review within 48 hours; as a minimum, the Contractor's site superintendent and safety officer shall attend all weekly construction site meetings;
- d) Prepare JHA's (Job Hazard Analysis) for specific tasks as per Company safety requirements or as instructed by Company's Representative. Where in the opinion of Company's Representative, an existing SWI is not adequate to
- e) over risks on a particular job, the Contractor will prepare JHA or conduct a risk assessment for the work;
- f) Provide weekly and monthly safety reports;
- g) Attend monthly safety meetings;

**SCOPE OF WORKS FOR SITE WIDE SUPPLY OF SCAFFOLDING EQUIPMENT AND SUPPORT**

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- h) Be required to attend special meetings from time to time to discuss issues relating to the construction and development of progress ideas, cost saving and safety initiatives to ensure project success. The Contractor's key personnel and Representatives of the Contractor's senior corporate management will attend this meeting if required by the Company's Representative;
- i) Where, in the opinion of the Company's Representative, any of the Contractor's personnel including supervisors frequently undertake works in an unsafe manner, the Contractor will be required to remove such personnel(s) from the site immediately;
- j) Where, in the opinion of the Company's Representative, site safety focus is deteriorating, the Company's Representative may direct the Contractor to stop work and the Contractor will be required to stop work and undertake a minimum of half day safety briefing to refocus before work can re-commence. The Contractor is responsible for all additional costs and any program delay resulting from such work stoppages and the Contractor is not entitled to make any Extension of Time (EOT) or other claim against the Company arising from the direction or stoppage of work.

**7.1.3 Safety Representative**

- a) In respect of all matters concerning the safety of the Site Services and personnel on the Site, the Safety Representative shall be deemed to have the responsibility and authority of the Contractor's Management in accordance with the Contract.
- b) The Representative may consist of the Contractor's senior representative on site or designate.

**7.1.4 Safe Working Area**

- a) The Contractor shall maintain safe systems of working over the duration of the Site Services.
- b) Within the areas of The Site Services, in addition to the requirements of the Company's "Occupational Health and Safety Management Plan" (1000-HS-PLN-1001), the Contractor shall be responsible for:
  - I) Providing all necessary safe work equipment, and establishing all safe methods (safe operating procedures) necessary to carry out the Site Services.
  - II) Obtaining all necessary permits prior to the commencement of the relevant Site Services activity (e.g. hot works, working at heights, etc.) as applicable.
  - III) Maintaining the safe and secure storage of any dangerous or potentially harmful substances in accordance with statutory requirements and the Company's "Occupational Health and Safety Management Plan" (1000-HS-PLN-1001) so as to prevent access and use by unauthorized

**SCOPE OF WORKS FOR SITE WIDE SUPPLY OF SCAFFOLDING EQUIPMENT AND SUPPORT**

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persons. MSDS shall be kept on Site for all dangerous or potentially harmful substances.

- IV) Effective control of dust and wind-borne material emanating from the Site as a result of the Site Services.
- V) Provision of floodlighting at all areas and levels to the satisfaction of the Company's Representative where the Site Services is occurring outside of daylight hours, or in areas where natural light is inadequate.
- VI) Maintaining communication and liaison with the Company's Representative and other contractors on the Site to ensure the Site Services is coordinated and undertaken to maintain safety of all persons on the Site and assist the performance of the project.
- VII) Keeping the Site Services and access ways in a safe condition from the time of handover to the Contractor, until the Site Services is handed back to the Company's Representative after completion of the Site Services.

## **7.2 Environmental Requirements**

### **7.2.1 General**

The Company has an obligation to comply with all statutory environmental requirements in regard to all Site activities for the project.

The Contractor shall:

- a) Comply with all relevant requirements and obligations applicable to The Site Services and the Minesite.
- b) Comply with the requirements of Company's specification "Operations Environmental Management Plan" (1000-EN-PLN-1001) and as required by this SOW.
- c) Nominate a member of its Site workforce as the Contractor's environmental representative.
- d) Notify the Company's Representative in writing of the name of the nominated Contractor's environmental representative. The Contractor shall obtain approval of the nominated representative from the Company's Representative prior to commencing The Site Services on the Site.



**SCOPE OF WORKS FOR SITE WIDE SUPPLY OF SCAFFOLDING EQUIPMENT AND SUPPORT**

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**7.2.2 Specific Environmental Considerations and Compliance**

- a) The specific environmental requirements are detailed in the Contract including the Company's document CORP-EN-PLN-1020 (or latest revisions thereof).
- b) The Contractor acknowledges and agrees that the respective lump sums, rates and prices for payment for the execution of the work in the pricing schedule and the program include allowance for compliance with the all requirements including environmental requirements of the Contract including the following:
  - I) Unauthorized vegetation disturbance;
  - II) Uncontrolled/unauthorized release of fuel/lubricants from equipment;
  - III) Uncontrolled release of dust;
  - IV) Uncontrolled/unauthorized release of any liquid that will damage the environment;

Protection of wildlife.

**SCOPE OF WORKS FOR SITE WIDE SUPPLY OF SCAFFOLDING EQUIPMENT AND SUPPORT**

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**8. APPLICABLE DOCUMENTS**

All work covered by this Scope of Work shall comply with the applicable statutory requirements of Federal, State and Local Authorities of Australia, and shall comply with the nominated Codes, Standards and referenced standards within these.

All work to be furnished by the Contractor shall conform to the requirements of the following documents and they shall form part of the contract.

The Contractor shall note that if there is any doubt, the hierarchy of the documents are indicated below:

1. All Statutory Authorities having jurisdiction over the works;
2. This Scope of Work document;
3. The latest editions of relevant Company/ Principal's Standards and Specifications;
4. Standard Association of Australian Standards; and
5. All other relevant publications and regulations.

Where Standards applicable to the work are not published by the Standards Association of Australia, then relevant International Standards shall apply subject to the written approval of the Company.

**8.1 Procedures, Standards and Specifications**

The scope of work shall be executed in accordance with the following documents but not limited to the following documents.

Document No.	Title
1000-HS-PRO-1005_2	CONFINED SPACE ENTRY PROCEDURE
CORP-HS-STD-1021	CONFINED SPACE ENTRY STANDARD
CORP-HS-FRM-1071	CONFINED SPACE ENTRY PERMIT
CORP-HS-FRM-1093	CONFINED SPACE RESCUE PLAN
CORP-HR-POL-1016	SITE COMMUTE AND REGIONAL TRAVEL POLICY
CORP-HS-FRM-1160	CRITICAL PROCEDURE AUDIT (CPA) CONFINED SPACE ENTRY
CORP-HS-PRO-1008	MOBILE PLANT, EQUIPMENT AND LIGHT VEHICLE PROCEDURE

**SCOPE OF WORKS FOR SITE WIDE SUPPLY OF SCAFFOLDING EQUIPMENT AND SUPPORT**

CORP-HS-PRO-1022	SITE ENTRY AND SECURITY PROCEDURE
CORP-HS-PRO-1027	FITNESS FOR WORK PROCEDURE
CORP-HS-PLN-1011	HEALTH, SAFETY & TRAINING PRE-MOBILISATION REQUIREMENTS
CORP-HS-PLN-1003	EMERGENCY MANAGEMENT PLAN
CORP-HS-PLN-1001	OCCUPATIONAL HEALTH & SAFETY MANAGEMENT PLAN
1000-HS-STD-1042	STORAGE AND USE OF HAZARDOUS SUBSTANCES STANDARD
CORP-EN-PLN-1020	OPERATIONAL ENVIRONMENT MANAGEMENT PLAN
CORP-EN-PLN-1013	ENVIRONMENTAL WASTE MANAGEMENT PLAN
CORP-EN-PLN-1010	ENVIRONMENTAL PLAN - DUST MANAGEMENT PLAN
CORP-EN-PLN-1008	KARARA CORPORATE STANDARD - ENVIRONMENTAL PLAN - FAUNA MANAGEMENT
CORP-EN-PLN-1011	FLORA AND VEGETATION MANAGEMENT PLAN
CORP-QA-SPC-1003	CONTRACTOR QUALITY REQUIREMENTS SPECIFICATION
1000-PC-SPC-1002	CONTRACTOR PROGRESS REPORTING AND PLANNING
CORP-HS-FRM-1085	HSE CONTRACTOR PRE-QUALIFICATION QUESTIONNAIRE
1000-AD-FRM-1050	KML PERSONEL COMPLIANCE VERIFICATION
1000-EN-FRM-1009	VEHICLE AND MOBILE EQUIPMENT WEED INSPECTION FORM
1000-HS-FRM-1053	MOBILE PLANT, EQUIPMENT AND LIGHT VEHICLE ACCESS REQUEST, INSPECTION AND RISK ASSESSMENT
CORP-HS-POL-1001	KARARA HEALTH & SAFETY POLICY
CORP-HS-PRO-1041	OH&S RISK MANAGEMENT PROCEDURE
CORP-HS-POL-1031	FATIGUE MANAGEMENT POLICY
1000-HS-FRM-1011	(CRAW) KIOP CRITICAL RISK ASSESSMENT REGISTER

SCOPE OF WORKS FOR THE SUPPLY OF SCAFFOLDING EQUIPMENT AND SUPPORT

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