

Site Establishment Checklist

Site Address: 20 Wilson Avenue, Dicky Beach, QLD

Task	Completed Date:	Completed by:	Notes
Dial before you dig – completed	N/A	N/A	Information included in plans
Notify neighbouring properties of construction works – if required	15/02/2021	Daniel Rolley	Door Knocks completed
Building / plumbing approval received	30/04/ 2021	Caloundra Building Approvals	
Traffic Management plan implemented – if required	29/05/2021	Termi Home & Commercial	
Town Planning Approval Received	N/A	N/A	
Construction plans received	29/01/2021	Laura Snow	
Energy Rating Completed	30/04/2021	Caloundra Building Approvals	TNT Energy Pty Ltd
Colour selections signed off	19/01/2021	Lee Rolley	
Silt barriers installed	15/02/2021	Daniel Rolley	
Water Metre Connected	Existing	N/A	
Site power connected	01/03/2021	Caloundra Electrical	Temp Property Pole Installed
Site Toilet Ordered and Delivered	15/02/2021	Daniel Rolley	
Temp fence installed	15/02/2021	Daniel Rolley	



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Task	Completed Date:	Completed by:	Notes
Site Signage Erected	15/02/21	Daniel Rolley	
Prepare and issue site files	01/02/2021	Laura snow	
Site Inductions Complete	01/02/2021	Daniel Rolley	
Subcontractor SWMS received	11/03/2021	Laura Snow	
COVID 19 sanitising station erected	15/02/2021	Daniel Rolley	
Safety Data Sheets Onsite	01/02/2021	Laura snow	
Skip bin ordered	30/04/2021	Daniel Rolley	Kartaway Pty Ltd
Prestart books in plant / machinery	N/A	N/A	
Site Rules Erected	15/02/2021	Daniel Rolley	