



*Austroads*

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## 1. Scope

- 1.1 Austroads Technical Specification ATS 1330 sets out the requirements for the management of Utilities at the Site, which includes:
- Liaison with Utility Owners, both prior to work commencing and during Utility Adjustment Work;
  - Determining the accurate location of the Utilities; and
  - Protection of Utilities during work under the Contract.
- 1.2 Where specified in the Contract documents, the scope of work may also include:
- Investigation of the location of existing Utilities on Site;
  - Design of the Works to meet the requirements of the Utility Owners;
  - Construction of civil works associated with Utility Adjustment Work (such as trenching, placing bedding material and placing backfill);
  - Management and/or supervision of companies undertaking Utility Adjustment Work who are accredited with the Utility Owner.

## 2. Referenced Documents

- 2.1 The following documents are referenced in this Specification:

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### Australian/New Zealand Standards

|         |  |
|---------|--|
| AS 5488 | Classification of subsurface utility information |
| Part 1  | Subsurface utility information                   |
| Part 2  | Subsurface utility engineering                   |

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## 3. Definitions

- 3.1 In addition to the definitions in AS 5488.1 and AS 5488.2, the following definitions apply to this Specification:

|  |   |
|--|---|
| <b>Accredited Company:</b>                         | A company that has been accredited or approved by the Utility Owner to undertake work on its assets.  |
| <b>Shared Trench (or 'Common Service Trench'):</b> | A trench in which pipes, conduits or cables of multiple Utility Owners are installed either side by side or one above the other.  |
| <b>Utility (or 'Utility Service'):</b>             | A publicly, privately or jointly owned and operated physical asset, the purpose of which is to transport a service or commodity, such as electricity, telecommunications, gas, light, oil, power, television, water and waste. It includes cables, conduits, ducts, fibre optics, pipes and wires and includes related objects, such as access chambers, pits and valves. A Utility may be either above ground or underground and located on either public or private property. |

|                                 |  |
|---------------------------------|--|
| <b>Utility Adjustment Work:</b> | <p>Includes the planning, design, site work and commissioning for:</p> <ul style="list-style-type: none"> <li>a) Modification and/or relocation of an existing Utility;</li> <li>b) Temporary work for the protection of an existing Utility; and</li> <li>c) Installation of a new Utility necessitated by the work under the Contract.</li> </ul> <p>It excludes the civil work (such as trenching and backfill) associated with the above work.</p> |
| <b>Utility Owner:</b>           | <p>The owner of a Utility and any organisation authorised to manage or maintain the Utility on behalf of the owner.</p>  |

## 4. Quality System Requirements

4.1 The Contractor must prepare and implement a Utility Management Plan that includes the following documentation in Table 4.1. The Utility Management Plan may be incorporated into the Quality Plan or annexed to it.

**Table 4.1: Utility Management Plan**

| Clause | Description of document   |
|--------|---|
| 4.2    | Detailed program for Utility Adjustment Works, showing cutover times, any proposed shutdown times and the Utility Owner’s program float (if not previously submitted to the Principal). |
| 6.2    | Details/procedures for planning and coordination with the Utility Owner.  |
| 11.1   | If applicable, details/procedures for procurement and management of Accredited Companies and/or undertaking associated civil work.  |
| 12.1   | Details/procedures for interfacing with Utility Owners during construction and for working in the vicinity of Utilities.  |

| HOLD POINT 1       |  |
|--------------------|--|
| Process Held       | Commencement of work in the immediate vicinity of a Utility or potentially affecting a Utility.                                      |
| Submission Details | The Utility Management Plan must be submitted to the Principal at least 10 working days prior to the commencement of the above work. |

4.2 The Contract Program (alternatively ‘Contractor’s program of work’ or ‘Construction Program’) must show the scheduled dates or periods allowed for the following Utility Adjustment Work, as applicable:

- a) liaison with the Utility Owner;
- b) design activities, design review and approval;
- c) time required by the Utility Owner for Utility Adjustment Work, including time for the procurement and delivery of components and the Utility Owner’s float; and
- d) Site work, including shutdown period and cutover period.

4.3 The Contract Program must identify all relevant constraints and all Utility Adjustment Work on the critical path.

4.4 The Contractor must ensure that the Contract Program is updated whenever necessary to accurately reflect the actual progress of the Utility Adjustment Work.

## 5. Contractor's Obligations

- 5.1 The Contractor must:
- plan, coordinate and liaise with the Utility Owner as required by Clause 6;
  - accurately locate the Utilities as required by Clause 7.1; and
  - undertake other work on the Site to facilitate Utility Adjustment Work as required by Clause 12.
- 5.2 If specified in the Contract documents, the Contractor must:
- undertake an investigation to locate all Utilities on the Site (which may include Utilities not previously identified by the Principal) in accordance with Clause 8;
  - undertake design of the Works (which may include design of a Utility) in accordance with Clause 9;
  - manage the Utility Adjustment Work in accordance with Clause 10; and/or
  - undertake civil work associated with the Utility Adjustment Work in accordance with Clause 11.
- 5.3 The Principal is not liable for any damage to a Utility or a claim from a Utility Owner resulting from the Contractor's failure to comply with the requirements of this Specification.

## 6. Planning and Coordination

### General

- 6.1 The Utility Management Plan must include:
- details of the responsibilities of personnel for managing the interface with the Utility Owners;
  - name, qualifications and experience of the Utility Works Coordinator (if applicable);
  - procedures/details for liaison and correspondence management with all the Utility Owners affected by the Works including emergency contact details; and
  - procedures/details for accurately locating Utilities;

### Contractor's Utility Works Coordinator

- 6.2 If specified in the Contract documents, the Contractor must appoint a suitably qualified and experienced Utility Works Coordinator for the duration of the Utility Adjustment Works.
- 6.3 The Utility Works Coordinator must have at least 5 years relevant experience in the management of Utility Adjustment Work or the management of companies undertaking Utility Adjustment Work. The Utility Works Coordinator must be on site when Utilities are being relocated or installed and at any other time required by this Specification.
- 6.4 The duties of the Utility Works Coordinator specified in this Clause 6 take precedence over any other duties that may be undertaken by the Utility Works Coordinator.
- 6.5 The Utility Works Coordinator's duties include the following:
- liaising with the Principal and the Utility Owners and convening regular meetings as required;
  - checking for potential conflicts between the proposed Utilities and existing Utilities and structures, including vibration impacts;
  - monitoring the progress of the Utility Adjustment Work and the interface with other work under the Contract;

- d) where appropriate, notifying the Utility Owners of the progress of the work under the Contract for the purpose of carrying out shutdowns and cutovers; and
- e) where appropriate, liaison with affected property owners regarding the Utility Adjustment Work.

## Records of Existing Utilities

- 6.6 The Contractor must maintain a Utilities Register, consistent with AS 5488.2 or as specified in the Contract documents, which identifies and describes the current status of each Utility on the Site. If this register is initially provided by the Principal, the Contractor must maintain any pre-existing unique identification system for the Utilities. The Contractor must submit a copy of the Utilities Register to the Principal at intervals not exceeding 20 working days or whenever requested by the Principal.
- 6.7 Even if the Principal has provided information regarding the location of Utilities, the Contractor must contact Before You Dig Australia (BYDA) to obtain the plan locations of all existing Utilities and comply with all requirements stated in the BYDA documentation.

## Liaison with Utility Owners

- 6.8 The emergency contact details for each Utility Owner must be readily accessible whenever work is in progress on the Site.
- 6.9 Unless the Principal has obtained permission/permits from the Utility Owner to undertake Utility Adjustment Work or work in the immediate vicinity of the Utility, the Contractor is responsible for obtaining the necessary permission/permits.
- 6.10 Any notice to a Utility Owner must be in writing and be specific to a particular component of the Utility Adjustment Work. A copy of any notice to a Utility Owner must be provided to the Principal.
- 6.11 Where any Utility has been identified which may affect the work under the Contract, the Contractor must:
  - a) prior to commencement of work on Site, arrange a site meeting to be attended by the Contractor, the Principal and representatives from the relevant Utility Owner (if a previously unknown Utility is identified work on Site, the meeting must be convened as soon as practicable);
  - b) liaise with the relevant Utility Owner in regard to the location of the Utility;
  - c) liaise with Utility Owner or any industry regulator regarding their requirements for clearance, cover, exclusion zones, vibration limits and/or temporary protection; and
  - d) keep the Principal fully informed of the progress and status of its liaison or negotiations with Utility Owner and works associated with Utilities.

## 7. Utilities Identified by the Principal

- 7.1 Where the Principal has provided the location of a Utility, the Contractor must undertake any further steps necessary (such as 'potholing') to ensure that the location of the Utility is known with sufficient accuracy for construction purposes.
- 7.2 The location of a Utility (either existing or proposed) shown on any drawings or other documentation provided by the Principal:
  - a) is approximate only; and
  - b) unless specified otherwise, cannot be relied upon as being sufficiently accurate to carry out construction activities without further steps to determine the accurate location.

- 7.3 Where, prior to the award of this Contract, a Utility has been identified by the Principal and is included in the Contract documents, the costs incurred by the Contractor as a result of the any of following in connection with that Utility are borne by the Contractor:
- a) liaison and negotiation with Utility Owners;
  - b) locating Utilities;
  - c) changes in work methodology or the implementation of temporary protective measures or restrictions reasonably required by the Utility Owner during construction;
  - d) damage to the Utilities due to the Contractor's negligent work practices; and
  - e) staging, interruption, loss of productivity, rework, inefficiency or delay of the Contractor's work resulting from the presence of Utilities.

The Principal will not make separate payment for these costs. Compliance with the requirements of this clause will not entitle the Contractor to an extension of time.

- 7.4 The Contractor is deemed to be fully informed as to the nature and extent of the work necessary to accommodate the requirements of Utility Owners and is deemed to be aware of the policies of the Utility Owners in regard to:
- a) locating of Utilities and the costs thereof; and
  - b) using Accredited Companies to perform work which affects the Utilities.

## 8. Investigation to Locate Existing Utilities

- 8.1 This Clause 8 only applies if specified in the Contract documents.
- 8.2 The Principal may not have located the Utilities on the Site and the Contractor must undertake an investigation to locate all Utilities on the Site. In addition to contacting BYDA, this may include contacting and meeting with Utility Owners. The results of the investigation must be recorded in an electronic model, including three-dimensional coordinates and a Utilities Register which is consistent with AS 5488.2. The format and software used must be acceptable to the Principal. The locations must be shown on a plan which identifies all potential conflicts that may require Utility Adjustment Work.
- 8.3 The investigation must include potholing or other non-destructive digging where necessary to locate and identify all existing Utilities that may be affected by the Works. If required by the Utility Owner, the locating must be undertaken by Accredited Company.
- 8.4 Where previously unknown Utilities are revealed or detected in the investigations, the Contractor must confirm with the Utility Owners whether or not such detected Utilities are live.

## 9. Design

### General Design Requirements

- 9.1 This Clause 9 only applies if specified in the Contract documents that the Contractor is responsible for design of Utility Adjustment Work.
- 9.2 The Contractor is responsible for:
- a) assessing the impact of the Works on all existing and proposed Utilities at the Site;
  - b) undertaking any additional Utility location investigation necessary;
  - c) providing all the relevant information, and in the appropriate format, as requested by the Utility Owner; and

- d) including details of existing and proposed Utilities on the drawings.
- 9.3 The Contractor must undertake the design of Works and temporary work in accordance with:
- a) the Utility Owner's requirements;
  - b) the Principal's specifications, where applicable; and
  - c) any agreement between the Principal with the relevant Utility Owner included in the Contract documents.
- 9.4 Unless the Contract documents state that the Utility Owner will design all of the Utility Adjustment Work, the Contractor's design documentation must include the location of the new Utility, the nominal size/type of the Utility and any associated requirements such as protective treatment, backfill, warning tape and warning signs.
- 9.5 The Contractor's design must:
- a) where practicable, minimise or eliminate impacts (including outages) to existing Utilities and their customers;
  - b) ensure that temporary relocations are avoided or minimised;
  - c) consider construction staging and access for Utility Adjustment Work;
  - d) where practicable, align Utilities in roadways so that any associated inspection point covers are located outside of the vehicular wheel paths;
  - e) consider safety when a Utility is accessed for maintenance; and
  - f) identify whether a redundant will remain in situ or must be removed.
- 9.6 The Contractor must submit the design documentation to the Principal and to each relevant Utility Owner for their review and approval within 5 working days of the following:
- a) completion of the preliminary design; and
  - b) whenever there is a change to the design which may affect a Utility.
- 9.7 The Contractor must provide any ongoing technical feedback required by the Utility Owner relating to the placement of Utilities within the Site,

## Utilities Design Model and Drawings

- 9.8 The Contractor must develop and maintain a 3D Utilities model to accurately display existing and proposed Utilities throughout the Site. The model must include other infrastructure (such as stormwater, light/power poles, traffic signals, safety barrier) so that it can be used for the purpose of demonstrating clearance envelopes and clash detection. Within 10 working days of the completion of the Utility Adjustment Work, the Contractor must provide a copy of the model to the Principal in a native file format.
- 9.9 Designs undertaken by Utility Owners may be in either the project's local coordinate system, or GDA 2020 and the relevant zone for the project area. The Contractor must provide design documentation in both the project's local project coordinate System and GDA 1994 MGA Zone 54.
- 9.10 The Contractor's design drawings must comply with the requirements of the Utility Owner and the Principal. Where appropriate, the drawings must include trench cross sections and longitudinal sections.

## Shared Trenches

- 9.11 The Contractor's design must include Shared Trenches where appropriate. The plans must show relevant details of the Shared Trenches, including long sections and cross sections.

- 9.12 The design must include additional vacant conduits if specified in the Contract documents or by the Utility Owner.

## Bridges

- 9.13 Where Utilities are to be suspended from a bridge:
- the materials utilised for conduits, pipes and supports must be in accordance with the requirements of the Utility Owner and any other requirements included in the Contract documents;
  - the minimum clearances, including those provided for the purpose of inspection and maintenance, must be in accordance with the requirements of the Utility Owner and any other requirements included in the Contract documents;
  - the Utilities must be provided with mechanical protection to protect against impacts; and
  - the Utilities must be designed to minimise visual impact and in accordance with any urban design requirements include in the contract documents.
- 9.14 Where Utilities are to be located beneath approach slabs:
- envelopers must extend a minimum of two metres beyond the outer edge of the approach slabs;
  - envelopers must have appropriate durability; and
  - lengths of pipe must be continuous without manufactured fittings or joints.
- 9.15 The Contractor must ensure that any bridge abutments requiring penetrations are of a suitable size to accept installation of the Utility, possibly on an angle, without the need for further widening of the penetration.

## Separation, Cover and Access

- 9.16 The Contractor must ensure that all necessary vertical and horizontal separation and clearances, as approved by the applicable Utility Owner and any relevant regulatory authority are met. This includes Utilities that run in parallel and/or transversely.
- 9.17 Stacking of Utilities, owned by different Utility Owners, will not be permitted unless the required separation and/or clearances cannot otherwise be met. In these circumstances, the Contractor must seek dispensation from the Utility Owner and provide written justification for the dispensation.
- 9.18 Where a Utility is to be located under a road carriageway, the clear cover between the finished surface and the top of the Utility must not be less than the greater of:
- the minimum cover specified in the Contract documents; and
  - the minimum cover specified by the Utility Owner.
- 9.19 Unless specified otherwise in the Contract documents, a Utility must not intrude into a pavement layers.
- 9.20 The design must take into consideration:
- the provision of sufficient access for maintenance and installation,
  - the installation of protective treatment; and
  - proximity other new or proposed infrastructure such as other Utilities, soil nails, piles and footings.
- 9.21 Where directional boring is to be utilised for the installation of conduits, all bend radii must be less than the minimum specified by the Utility Owner.

## 10. Installation of New Utilities

- 10.1 This Clause 10 applies where a Utility Owner proposes to install a new Utility, prior to completion of the Works, that is not a relocation or modification of an existing Utility (that is, it is not Utility Adjustment Work). The Contractor must:
- a) advise the Principal of the proposal and keep the Principal fully informed of all communications with the Utility Owner;
  - b) acting reasonably, liaise with the Utility Owner and Principal to identify all impacts that the proposal will have on the work under the Contract, including confirmation of the line and level of the proposed Utility onsite prior to installation;
  - c) if applicable, identify the period in which the Utility can be installed to minimise delay and disruption and provide details of the impact of the proposal on the work under the Contract; and
  - d) not make any commitment on behalf of the Principal without the Principal's prior agreement.

## 11. Utility Adjustment Work by the Contractor

- 11.1 This Clause 11 only applies if specified in the Contract documents that the Contractor is responsible for carrying out Utility Adjustment Work and/or associated civil work.
- 11.2 Where applicable, the Utility Management Plan must include details/procedure for carrying out Utility Adjustment Work or associated civil work.
- 11.3 If the Contractor's scope of work includes the installation and/or modification of infrastructure such as pressure water pipe, sewer pipe, gas pipe, telecommunications cable/conduit and power cable/conduit, the Contractor must ensure that the work is carried out in accordance with the requirements of the Utility Owner using an Accredited Company for that work. The Utility Management Plan must include details/procedures for procurement and management of Accredited Companies.
- 11.4 If the Contractor's scope of work includes civil work for Utility Adjustment Work (such as excavation, placement of bedding/backfill, placement of conduits and construction of pits, placement of marker tape and/or barrier boards, pavement reinstatement and traffic management), the work must be carried out in accordance with the Contract documents and the requirements of the Utility Owner.
- 11.5 If the Utility is to be located under a road carriageway, the bedding and backfill must also comply with any additional requirements for material type and level of compaction included in the Contract documents.
- 11.6 The environmental management of the civil work must be carried out in accordance with the environmental management requirements included in the Contract documents. This includes risks associated with potentially contaminated trench spoil and encountering asbestos in redundant pipes and pits. If asbestos is encountered, the Contractor must notify the Utility Owner, which may impose an additional level of authorisation over that specified in the Contract documents.
- 11.7 Work carried under this Clause 11 must be carried out in such a manner that the disruption to the community, landowners, residents, businesses, Utility Owners and road users is minimised. If specified in the Contract documents, the Contractor must provide the required notices to the community and stakeholders in circumstances where such notices are not provided by the Utility Owner

## 12. Construction

### General

- 12.1 The Utility Management Plan must include details/procedures for the management of:
- interfacing with concurrent works carried out directly by Utility Owners, including surveillance and survey set out;
  - safe work practices for working near, or on, the Utilities (if not covered in the Safety Management Plan);
  - Incident/emergency (in the event of a Utility being damaged during the work)
- 12.2 The Contractor must permit the Utility Owner reasonable access to the Site to undertake Utility Adjustment Work. Times for shutdowns and cutovers of the Utilities may be restricted by the Utility Owner (for example, for seasonal or demand reasons). The Contractor must program its work to suit the Utility Owner's permitted shutdown times.
- 12.3 During construction of the Works, the Contractor must regularly inspect the Site to:
- verify that all existing Utilities that have been previously identified are correctly located;
  - verify that any new Utilities have been correctly set out and installed; and
  - check whether any Utilities, not previously identified, are in existence.
- 12.4 Further the Clause 4.4, the Contractor must ensure that at all times, the Principal is kept fully informed of the progress of work on the Site. The Contractor must notify the Principal of all key milestones (such as shutdowns, disruptions to consumers and cutovers) at least 5 working days before the scheduled date for that milestone.
- 12.5 The contractor must comply with any reasonable requirement of a Utility Owner regarding the protection of a Utility.
- 12.6 The Contractor must regularly photograph each stage of Utility Relocation Work throughout the Site. Unless specified otherwise, the Contractor must survey the relocated or new Utilities and record the position in a three-dimensional survey model. The Contractor must ensure that the survey of the relocated or new Utilities is carried out by qualified/ experienced personnel to record the position in a three-dimensional survey model.

### Utility Identified During Site Work

- 12.7 If a Utility is identified during work on Site which was not previously known and not recorded in the Contract documents, the Contractor must:
- advise the Principal and Utility Owner as soon as practicable, and in no case more than 24 hours after the identification of the Utility;
  - survey and record the actual position of the Utility in accordance with this Specification;
  - submit a proposal for resolving the issue to the Principal (which may include advice from the Utility Owner of the estimated time and cost to relocate or protect the Utility);
  - advise the Principal of the impact (if any) on the Contract Program; and
  - notify the Principal whether it considers that the Utility is, or may be, a Latent Condition.

## Variation Work Requested by Utility Owners

- 12.8 Where a Utility Owner requests work to be undertaken that may be a Variation under the Contract, the Contractor must:
- a) as soon as practicable, notify the Principal in writing of that request; and
  - b) not proceed with any such work without obtaining the Principal's prior approval or direction.

## Utility Adjustment Work for the Convenience of the Contractor

- 12.9 If the Contractor proposes to undertake temporary Utility Adjustment Work to suit its construction method which is not otherwise included in the work under the Contract, the Contractor:
- a) must provide the Principal with full details of the proposal and the progress of the work;
  - b) bears all risk associated with the proposal;
  - c) must comply with all requirements of the Utility Owner; and
  - d) has no entitlement to additional payment or an extension of time for completion in respect of these works.

## Existing Penetrants

- 12.10 This Clause applies where a penetrant (for example, inspection pit, top stone or sewer lid) will be directly affected by the work under the Contract and the penetrant is located within a road pavement, footpath, median and/or driveway.
- 12.11 Where work is carried out adjacent to, or around the penetrant, the Contractor must adjust the surface levels of the penetrant, if necessary, to ensure that its final level is flush with the final pavement surface. When measured with a 3 m straight edge centred over the penetrant, the maximum deviation in all directions between the straight edge and the surface must not exceed 5 mm. Except for plane and reinstatement of asphalt pavements, the final adjustments to the penetrant must be completed prior to the application of surface course.
- 12.12 Where a penetrant protrudes through a temporary surface which is subject to traffic, it must not protrude by more than 60mm, must not be hazardous to traffic and must be ramped at the end of each working day with slopes not steeper than 1:10 in any direction. Where a penetrant is covered with asphalt, its location must be marked with paint prior to being centrally exposed to a minimum diameter of 150 mm.
- 12.13 The Contractor must ensure that any penetrants requiring adjustment are adjusted by appropriately qualified personnel. All adjustment work must be undertaken in accordance with the relevant standards of each Utility Owner.
- 12.14 The Contractor must ensure that access to fire hydrants is maintained at all times.

## Damage to a Utility

- 12.15 For the purpose of this clause, damage to a Utility includes any detrimental physical disturbance to any asset of the Utility Owner, including a pipe, conduit, cable, pit, pole, cover, marker tape/wire, protective cover or coating, inspection point, sign and street furnishing.
- 12.16 If the Contractor causes damage to a Utility, it must immediately contact the Utility Owner and Principal and cease work in the vicinity of the damaged Utility. Unless instructed otherwise by the Utility Owner, the Contractor must not attempt to repair the Utility.

- 12.17 If the work under the Contract is being carried out in the vicinity of a Utility which if damaged, would create a risk of injury (such as high-pressure gas or electrical cables), the Contractor's emergency management plan must include a procedure to ensure that the incident is safely managed. This includes the immediate notification of the relevant emergency services.
- 12.18 The Contractor must not bury inspection covers or impede access to the Utility for maintenance.

## Removal of Redundant Utilities

- 12.19 If the treatment of a redundant Utility (that is, removal by the Contractor, removal by the Utility Owner or remain in-situ) is not specified in the design documentation, as soon as practicable, the Contractor must notify the Principal and Utility Owner that the Utility will become redundant and the scheduled date for decommissioning of that Utility.
- 12.20 Unless directed otherwise, the Contractor is responsible for the removal and disposal of the redundant Utility and for reinstatement of any voids remaining after the removal.
- 12.21 If the Utility Owner elects to salvage any component of their infrastructure, the Contractor must provide reasonable access for the salvage work to be carried out, prior to the Contractor completing the reinstatement of the Works.

## 13. Delay to Utility Adjustment Work

- 13.1 If:
- a) the Principal engages a Utility Owner to undertake Utility Adjustment Work;
  - b) the time taken by that Utility Owner exceeds the time shown for Utility Adjustment Work in a program or other documentation provided by the Principal prior to the Date of Contract; and
  - c) the Utility Owner delays the Contractor's work on the critical path,
- the Contractor is entitled to an extension of time for Completion commensurate with the delay to the Contractor's work caused by the excess time taken by the Utility Owner. For the purpose of this Clause 13, a reference to the Utility Owner includes an Accredited Company undertaking work on behalf of the Utility Owner.
- 13.2 The Contractor is not entitled to an extension of time for Completion for any other cause which is in connection with Utility Adjustment Work, unless specified otherwise in the Contract documents.

## 14. Completion

### As-constructed Drawings

- 14.1 Where the Contractor has undertaken Utility Adjustment Work, the Contractor must:
- a) within 20 working days of completing the work, submit 'as-constructed' drawings of the work to the Principal and the Utility Owner;
  - b) request the Utility Owner to advise, in writing, that it accepts the Utility Adjustment Work; and
  - c) provide a copy of the Utility Owner's acceptance (or advice to the contrary) to the Principal.
- 14.2 The 'as-constructed' drawings must comply with AS 5488 (in terms of meta data and attributing) and the requirements of the Utility Owner and the Principal.

## Records

- 14.3 In addition to the 'as-constructed' drawings, the following records must be provided to the Principal:
- a) all correspondence with the Utility Owner regarding the Utility Adjustment Work, including approvals and agreements;
  - b) all design documentation provided by the Utility Owner; and
  - c) any other relevant field records (for example, photographs) which have not been included in the 'as-constructed' drawings.

## Annexure A: Summary of Hold Points, Witness Points and Records

The following is a summary of the Witness Points/Hold Points that apply to this Specification and the Records that the Contractor must submit to the Principal to demonstrate compliance with this Specification.

| CLAUSE | HOLD POINT  | WITNESS POINT | RECORD                             |
|--------|---|---------------|------------------------------------|
| 4.1    | 1. Commencement of work in the immediate vicinity of a Utility or potentially affecting a Utility |               | Utility Management Plan            |
| 6.10   |   |               | Correspondence with Utility Owners |
| 7.1    |   |               | Utilities Register                 |
| 14.1   |   |               | As constructed drawings            |
| 14.3   |   |               | Other records                      |

## Amendment Record

| Amendment no. | Clauses amended   | Action | Date         |
|---------------|-------------------|--------|--------------|
| -             | New specification | New    | January 2025 |
|               |                   |        |              |

### Key

|              |   |
|--------------|---|
| Format       | Change in format                                |
| Substitution | Old clause removed and replaced with new clause |
| New          | Insertion of new clause                         |
| Removed      | Old clauses removed                             |