

**SCHEDULE 33**

**WORKS REPORT REQUIREMENTS**

1. The Works Report shall include the following:
  - (a) an executive summary;
  - (b) design, construction and maintenance status;
  - (c) Works Schedule summary, including:
    - (i) permits;
    - (ii) construction progress;
    - (iii) progress photos;
    - (iv) construction milestones; and
    - (v) full submissions schedule, including an updated Works Submittal, Maintenance and Rehabilitation Submittal and an updated Operations Submittal register identifying the required submittals that are anticipated to be submitted to the Region in the following three (3) months;
  - (d) all requirements set out in Article 19.7 of Schedule 15-2 – Design and Construction Requirements of the Output Specifications;
  - (e) contractual outstanding decisions;
  - (f) environmental monitoring and compliance status;
  - (g) sustainability compliance status:
    - (i) LEED Silver Rating progress reports on the OMSF; and
    - (ii) other sustainability measures implemented or to be implemented;
  - (h) quality assurance and quality control, including:
    - (i) update of quality control and quality assurance activities and personnel responsible;
    - (ii) monthly Quality Management System reports, Quality Audit reports and summary information from the Non-Conformance Tracking System (all as described in Schedule 11 - Quality Management); and

- (iii) internal and external audits;
- (i) organization / staffing changes and additions for Project Co and Construction Contractor;
- (j) status of all reports submitted pursuant to the requirements of the Project Agreement;
- (k) health and safety, including:
  - (i) lost time injuries; and
  - (ii) accidents with no lost time;
- (l) Subcontract status, including:
  - (i) consultants;
  - (ii) Subcontracts awarded;
  - (iii) tenders; and
  - (iv) labour report (average workforce);
- (m) financial status, including:
  - (i) progress and Variations;
  - (ii) insurance summary;
  - (iii) Construction Contractor default status; and
  - (iv) cash flow projection (capital cost components);
- (n) risk management status, including:
  - (i) claims;
  - (ii) liens;
  - (iii) environmental issues;
  - (iv) labour;
  - (v) market conditions;
  - (vi) outstanding disputes;
  - (vii) operational risks;
  - (viii) other risks; and

- (o) status of any commissioning activities.