



Part of the Energy Queensland Group



Operational Update

Energex Contestable Works 'As Constructed' Drawings Process

Issue # C-0046 – 15/05/2023

Target Audience:

Energex Accredited Service Providers (ASP) – Contestable Work

“As Constructed” Drawing Process:

This update provides the targeted audience with details on Energex's time requirement in submitting a Contestable Works Certificate of Completion package (e.g., “As Constructed” drawings) to Energex Contestable Works department.

Recently an internal audit and review of the process has identified significant gaps in the timeframe taken to provide 'As Constructed' drawings from ASP Construction Contractors completing Contestable Works projects. This has created concern for Energex and their stakeholders.

Responsibilities

All ASP Construction Contractors are responsible for providing a Certificate of Completion package with “As Constructed” drawings in an approved format that allows Energex to process within our corporate systems, in a timely manner once network is commissioned. This documentation certifies how the network was installed and whether or not there were any changes during construction.

The timely return of “As Constructed” records (Including works plans)

The Contestable Works Certificate of Completion package, including “As Constructed” records (including required forms/works plans) shall be received by the Contestable Works department within **10 business days** of commissioning of any asset, the electrical completion of a project or the practical completion of a project stage, or non-commissioned constructions.

“As Constructed” records shall be submitted electronically to contestable@energyq.com.au

Non-conformance

Should ASP's not comply with the requirements set out as part of this Operational Update, non-conformance penalties will be applied. Unless otherwise approved, a minimum low risk penalty will be applied against WCS 2, 25 or 37 depending on the scope of works undertaken. The principal ASP will wear the penalty where sub-contracting has been utilised. Continual breach of this Operational Update will result in the penalty weight increasing and may result in suspension or cancellation of the ASP's WCQA accreditation.

Implementation

Enforcement of this requirement will be applied 3rd July 2023.

Note. Further information can be found on via - [As Constructed Drawing Standard - 2597742 \(Previously RED 01037\)](#).

For more information contact:
E-mail contestable@energyq.com.au