



**Scope:** This Assurance Review Program is to ensure DEQMS is fit for purpose and meets the AS/NZS ISO 9001:2008 international quality management standard

QTR 1			QTR 2			QTR 3			QTR 4		
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
<b>External Surveillance Assessment</b>											
		Surveillance Assessment									
<b>Level 1 - Capability Life cycle</b> – Focus will be on ensuring staff/consultants/contractors are following the new CLC/GEMS Processes											
Strategy & Concepts				Risk Mitigation & Requirement Setting			Acquisition			In Service & Dispose	
<b>Level 2 - Business Support</b> – Focus will be on ensuring the page content is current and correct											
	Contacts	Strategic Direction			Legislation & Policy			Compliance & Assurance		Supporting Tools	
		Risk Management			Performance Management & Reporting			Forums		DEQMS Certification	
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
<b>Level 3 - Compliance Elements</b> – Focus will be on ensuring we meet our Legislation & Policy Requirements											

Compliance Element - WHS		
Legislation / Policy	Program / Process	Policy Area / TA
<i>Work Health and Safety Act (Cth) 2011</i>	E&IG WHS Compliance Audit Program	Director Group Safety Policy & Assurance E&IG
	Site Visits - E&IG WHS Compliance Audit Program	Assistant Director, Work Health & Safety
	DEQMS Assurance Review Program 2017	DEQMS Team

Compliance Element - Engineering / Maintenance		
Legislation / Policy	Program / Process	Policy Area / TA
<b>E&amp;IG Critical Engineering Compliance Obligations – Portfolio</b>		
Defence Act, Section 123G design, construction and use of rifle ranges	All	DEEP
State and Territory Electrical Safety and Utilities Legislation	All	DEEP
States and Territory Building Legislation	All	DEEP
WHS Legislation	All	WHS Branch
<b>E&amp;IG Key Compliance Obligations - Defence</b>		
Airworthiness Design Requirements Manual	All	DGTA
Defence Explosives Regulations	All	Director Ordnance Safety
Fuel Facility Design Requirements	All	Fuel Services Branch
<b>Estate Engineering Policy</b>		
Manual Fire Protection Engineering (MFPE)	All	DEEP
Manual of Infrastructure Engineering - Electrical (MIEE)	All	DEEP
Manual of Infrastructure Engineering – Aeronautical Ground Lighting Design (MIE-AGL)	All	DEEP
Building Energy Performance Manual (BEPM)	All	DEEP
HVAC Systems Policy	All	DEEP
Permanent (Land) Live Fire Training Facility Design Handbook	All	DEEP
Civil Engineering – Aircraft Pavement Policies	All	DEEP

Compliance Element - Environment		
Legislation / Policy	Program / Process	Policy Area / TA
<i>Environment Protection and Biodiversity Conservation Act 1999</i>	Environmental Compliance Program & Defence Annual Environmental Compliance Report	DEPA
Environmental Policy	Policy - Annual Review at the DEMF & Report	DEERMS
Smart Infrastructure	Policy - Annual Review & Minute Lifecycle – PRAP & Quarterly & Annual Report	DEERMS

Compliance Element - CIOG		
Legislation / Policy	Program / Process	Policy Area / TA
CIOG – Defence Communications Cabling Standard	DEQMS Assurance Review Program 2017	CIOG Infrastructure Project Services / CFI Liaison
CIOG – Defence Communications Room Standards	DEQMS Assurance Review Program 2017	CIOG Infrastructure Project Services / CFI Liaison
CIOG - Regional ICT Passive Fit-For-Purpose Certification	DEQMS Assurance Review Program 2017	CIOG Regional ICT / CFI Liaison

Compliance Element - Security		
Legislation / Policy	Program / Process	Policy Area / TA
Defence Security Manual (DSM) Infrastructure	DEQMS Assurance Review Program 2017	Principle Security Officer