

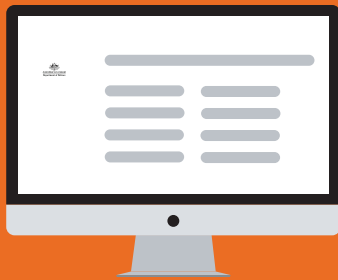


ESTATE WORKS PROGRAM PROJECT LIFECYCLE

The Estate Works Program (EWP) sustains capability through the maintenance of the Defence estate. Utilising a risk managed approach, benefits are achieved to support the critical needs of Defence Groups and Services.



CREATING A REQUIREMENT



Minor Works, Repairs and Workplace Adjustments

For minor works, including low value sponsor funded activities, fill out an **AE547 Web Form** on the Defence Intranet Homepage.

This is the fastest way to complete smaller jobs that conform to relevant business rules.



Estate Infrastructure Requirement (EIR)

Use an **EIR form** (available on **DEQMS**) to record your work requests. The application will be received by either the Estate Works Program (EWP) or the Capital Facilities and Infrastructure (CFI) Branch based on the requirement type.

For EIR enquiries and submissions,
email: eig.eir@defence.gov.au



EWP

- Minor New Works
- Maintenance Requests < \$15m
- Sponsor Funded Works



CFI

- New Capability
- Leasing - Domestic and Overseas
- Estate Planning Requirements

REVIEWING YOUR REQUIREMENT

From the moment your requirement arrives in our inbox, we will begin the engagement process. If there are any issues with your submission, we will engage with your Base Support Team to let you know how it can be amended and provide support throughout the process.



NPS Records Your Requirement

Once your requirement has been successfully entered into the system, you and all relevant stakeholders will receive a receipt and requirement ID.



Future Requirements List on DEQMS

You can monitor any updates made against your requirement on the Future Requirements List. The list is updated monthly.



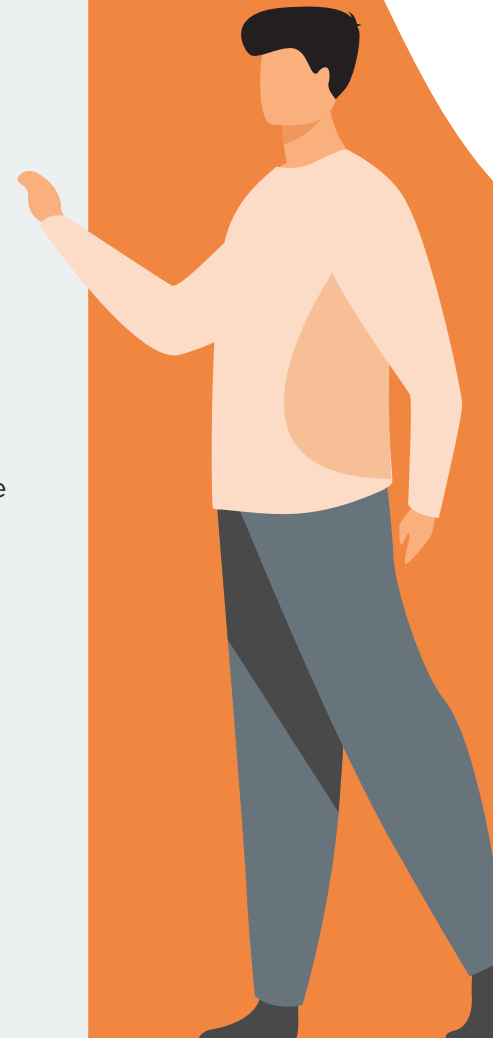
Program Review

The requirement is reviewed to determine if there is a duplicate entry or if the work has already been completed by relevant stakeholders throughout the year at:

- Base Review
- Region Review
- National Review

E&IG Business Partnering Forum (BPF) Program Endorsement Requirements are endorsed for future programming.

Then the EWP will begin creating draft projects and schedules for release.



Single Visit Principle

The single Visit Principle is all about strategic programming. The EWP aims to bundle like requirements at the same location into single projects to minimise occupant disturbance.

EWP PROGRAMMING SCHEDULE

Project Creation

Using the Single Visit Principle, draft project bundles are created based on:

- Risk
- Common location
- Work types

Stakeholders are engaged and advised.



Project Release

The EWP releases periodic tranches of projects annually, in addition to Sponsor Funded ad-hoc projects created throughout the year.

Works are released to EMOS and PDS contractors based on value, complexity and project schedule.

EMOS

- BGIS
- Broadspectrum
- Spotless

Lower - Higher

- Complexity
- Schedule Duration
- Cost

PDS

- Augility
- Aurecon

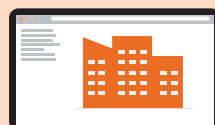
EWP PROJECT TIMELINE

From date of project release

**Phase 1:
Scope & Feasibility**
Up to 16 Weeks



**Phase 3:
Project Delivery**
Up to 60 Weeks



**Phase 2:
Project Design**
Up to 25 Weeks



Works Completion
Works covered by a 1-year
Defects & Liability Period



You can monitor your project on the Current Estate Works Program on DEQMS. The list is updated monthly.

THE PHASES OF THE PROJECT

The phases of the project are monitored closely by Project Managers, Regional Program Managers, Estate Management & Planning (EM&P) teams and relevant stakeholders, to ensure a high degree of focus on schedule.

Contractors will upload status reports to Objective at completion of each project phase.

Phase 1: Project Scope & Feasibility

Approx. 16 Weeks

The Project Manager will initiate 'Start up meetings' and liaise with stakeholders to fully understand project scope and determine feasibility.



Phase 2: Project Design

Approx. 25 Weeks

The Project manager will begin designing to meet the demands of scope and project outcomes. Stakeholders will be engaged throughout to validate design and be aware of limitations.

Phase 3: Project Delivery

Approx. 60 Weeks

The project is taken to market and contractors are invited to submit tender proposals to win the work. Stakeholders on site will be engaged to schedule site access so that construction can begin.



Works Completion

Project Completion is achieved when all required Estate Data has been provided by the Contractor and Project Manager and the asset or facility can be operated or used.



Contact:

EIR enquiries - eig.eir@defence.gov.au

NPS general enquiries - nps.cushwake@defence.gov.au

DEWPO enquiries - eigservicedelivery.esddewpo@defence.gov.au