

MICROBIOLOGY  
FINAL REPORT

## CERTIFICATE OF ANALYSIS

X1902272

[]

. SAS WATER SOLUTIONS ACT

UNIT 1, 10/12 KEMBLE COURT  
MITCHELL ACT 2911

Lab Number:

295795334

Customer Reference Number:

Site:

DEAKIN OFFICES

Sample Type:

COOLING TOWER WATER

Sample Notes:

Date and Time of Collection:

19/02/19, 1500

Date and Time of Testing:

20/02/19, 0930

Collected By:

SAS

Tested:

As Received

## SITE

## HPC

CFU/mL

## Legionella species: CFU/mL

LP1/LP2-14

LSU

Total Legionella

CT

&lt; 1000

&lt; 10

&lt; 10

&lt; 10

## METHODS

\* Legionella Count - Australian Standard 3896.

\* Heterotrophic Plate Count - Spiral Spread Plate.

R2A agar 36C/48 hrs. AS/NZS 4276.3.2:2003.

## Legend:

HPC: Heterotrophic Plate Count

LP1/LP2-14: Legionella pneumophila serogroup 1 and 2-14

Total Legionella: Sum of LP1, LP2-14, LSU

LSU: Legionella species unidentified

&lt; 10: Limit of Detection

CFU: Colony Forming Units

Signed: .....

s47F

Laboratory  
ManagerQuality  
ManagerTechnical  
OfficerTechnical  
OfficerScientific  
OfficerScientific  
OfficerTechnical  
OfficerScientific  
Officer

Date: 27/02/19

\*END OF REPORT\*

s22

Sampling was conducted by the customer and results reported pertain only to the samples submitted. Sample identification obtained from container/COC as received at the laboratory.

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Accreditation No.  
4034Accredited for compliance  
with ISO/IEC 17025 - Testing

MICROBIOLOGY  
FINAL REPORT

## CERTIFICATE OF ANALYSIS

X1903176

[]

. SAS WATER SOLUTIONS ACT

UNIT 1, 10/12 KEMBLE COURT  
MITCHELL ACT 2911

Lab Number:

295788710

Customer Reference Number:

Site:

DEAKIN OFFICES

Sample Type:

COOLING TOWER WATER

Sample Notes:

Date and Time of Collection:

08/03/19,1300

Date and Time of Testing:

09/03/19,1000

Collected By:

SAS

Tested:

As Received

## SITE

## HPC

CFU/mL

## Legionella species: CFU/mL

LP1/LP2-14

LSU

Total Legionella

CT

&lt;1000

&lt;10

&lt;10

&lt;10

## METHODS

- \* Legionella Count - Australian Standard 3896.
- \* Heterotrophic Plate Count - Spiral Spread Plate.  
R2A agar 36C/48 hrs. AS/NZS 4276.3.2:2003.

## Legend:

HPC: Heterotrophic Plate Count

LP1/LP2-14: Legionella pneumophila serogroup 1 and 2-14

Total Legionella: Sum of LP1, LP2-14, LSU

LSU: Legionella species unidentified

&lt;10: Limit of Detection

CFU: Colony Forming Units

s22

\*END OF REPORT\*

Signed: .....

s47F

Date:16/03/19

Laboratory  
ManagerQuality  
ManagerTechnical  
OfficerTechnical  
OfficerScientific  
OfficerScientific  
OfficerTechnical  
OfficerScientific  
OfficerAccreditation No.  
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with ISO/IEC 17025 – TestingSampling was conducted by the customer and results reported pertain only to the samples submitted. Sample  
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# MICROBIOLOGY FINAL REPORT

## CERTIFICATE OF ANALYSIS

X1907236

[]

. SAS WATER SOLUTIONS ACT

UNIT 1, 10/12 KEMBLE COURT  
MITCHELL ACT 2911

Lab Number:

297955333

Customer Reference Number:

Site:

DEAKIN OFFICES

Sample Type:

COOLING TOWER WATER

Sample Notes:

Date and Time of Collection:

11/06/19, 1420

Date and Time of Testing:

12/06/19, 0730

Collected By:

SAS

Tested:

As Received

### SITE

**HPC**  
**CFU/mL**
**Legionella species: CFU/mL**  
**LP1/LP2-14    LSU    Total Legionella**

CT

&lt; 1000

&lt; 10

&lt; 10

&lt; 10

### METHODS

- \* Legionella Count - Australian Standard 3896.
- \* Heterotrophic Plate Count - Spiral Spread Plate.
- R2A agar 36C/48 hrs. AS/NZS 4276.3.2:2003.

### Legend:

HPC: Heterotrophic Plate Count

LP1/LP2-14: Legionella pneumophila serogroup 1 and 2-14

Total Legionella: Sum of LP1, LP2-14, LSU

LSU: Legionella species unidentified

&lt; 10: Limit of Detection

CFU: Colony Forming Units

\*END OF REPORT\*

Signed: \_\_\_\_\_

s47F

Date: 19/06/19

Laboratory  
ManagerQuality  
ManagerTechnical  
OfficerTechnical  
OfficerScientific  
OfficerScientific  
OfficerTechnical  
OfficerScientific  
Officer
**Accreditation No.**  
**4034**

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24330 10/17

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 Identification obtained from container/COC as received at the laboratory.

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# MICROBIOLOGY FINAL REPORT

## CERTIFICATE OF ANALYSIS

X1909997

[ ] . SAS WATER SOLUTIONS ACT  
UNIT 1, 10/12 KEMBLE COURT  
MITCHELL ACT 2911

Lab Number: 297941984  
Customer Reference Number:  
Site: DEAKIN OFFICES  
Sample Type: COOLING TOWER WATER  
Sample Notes:  
Date and Time of Collection: 12/08/19,1430  
Date and Time of Testing: 13/08/19,0700  
Collected By: SAS  
Tested: As Received

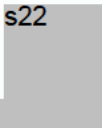
| SITE | HPC    | Legionella species: CFU/mL |      |                  |
|------|--------|----------------------------|------|------------------|
|      | CFU/mL | LP1/LP2-14                 | LSU  | Total Legionella |
| CT   | < 1000 | < 10                       | < 10 | < 10             |

### METHODS

- \* Legionella Count - Australian Standard 3896.
- \* Heterotrophic Plate Count - Spiral Spread Plate.
- R2A agar 36C/48 hrs. AS/NZS 4276.3.2.

### Legend:

HPC: Heterotrophic Plate Count  
LP1/LP2-14: Legionella pneumophila serogroup 1 and 2-14  
Total Legionella: Sum of LP1, LP2-14, LSU  
LSU: Legionella species unidentified  
< 10: Limit of Detection  
CFU: Colony Forming Units

Signed:  Date: 20/08/19

Laboratory Manager Quality Manager Technical Officer Technical Officer Scientific Officer Scientific Officer Technical Officer Scientific Officer

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**SONIC**  
 FOOD & WATER TESTING

# MICROBIOLOGY FINAL REPORT

## CERTIFICATE OF ANALYSIS

X1911977

. SAS WATER SOLUTIONS ACT

[]

 UNIT 1, 10/12 KEMBLE COURT  
 MITCHELL ACT 2911

Lab Number:

299894906

Customer Reference Number:

Site:

DEAKIN OFFICES

Sample Type:

COOLING TOWER WATER

Sample Notes:

Date and Time of Collection:

19/09/19,1430

Date and Time of Testing:

20/09/19,0800

Collected By:

SAS

Tested:

As Received

| SITE | HPC<br>CFU/mL | Legionella species: CFU/mL |      |                  |
|------|---------------|----------------------------|------|------------------|
|      |               | LP1/LP2-14                 | LSU  | Total Legionella |
| CT   | < 1000        | < 10                       | < 10 | < 10             |

### METHODS

- \* Legionella Count - Australian Standard 3896.
- \* Heterotrophic Plate Count - Spiral Spread Plate.
- R2A agar 36C/48 hrs. AS/NZS 4276.3.2.

### Legend:

HPC: Heterotrophic Plate Count

LP1/LP2-14: Legionella pneumophila serogroup 1 and 2-14

Total Legionella: Sum of LP1, LP2-14, LSU

LSU: Legionella species unidentified

&lt; 10: Limit of Detection

CFU: Colony Forming Units

\*END OF REPORT\*

Signed:

s47F

Date: 27/09/19

Laboratory  
ManagerQuality  
ManagerTechnical  
OfficerTechnical  
OfficerScientific  
OfficerScientific  
OfficerTechnical  
OfficerScientific  
Officer

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# MICROBIOLOGY FINAL REPORT

## CERTIFICATE OF ANALYSIS

X1912750

[]

. SAS WATER SOLUTIONS ACT

 UNIT 1, 10/12 KEMBLE COURT  
 MITCHELL ACT 2911

Lab Number:

297950392

Customer Reference Number:

Site:

DEAKIN OFFICE

Sample Type:

COOLING TOWER WATER

Sample Notes:

Date and Time of Collection:

09/10/19, 1400

Date and Time of Testing:

10/10/19, 0730

Collected By:

SAS

Tested:

As Received

### SITE

### HPC

CFU/mL

### Legionella species: CFU/mL

LP1/LP2-14

LSU

Total Legionella

CT

&lt;1000

&lt;10

&lt;10

&lt;10

### METHODS

\* Legionella Count - Australian Standard 3896.

\* Heterotrophic Plate Count - Spiral Spread Plate.

R2A agar 36C/48 hrs. AS/NZS 4276.3.2.

### Legend:

HPC: Heterotrophic Plate Count

LP1/LP2-14: Legionella pneumophila serogroup 1 and 2-14

Total Legionella: Sum of LP1, LP2-14, LSU

LSU: Legionella species unidentified

&lt;10: Limit of Detection

CFU: Colony Forming Units

s22

\*END OF REPORT\*

Signed:

s47F

Date: 17/10/19

Laboratory  
ManagerQuality  
ManagerTechnical  
OfficerTechnical  
OfficerScientific  
OfficerScientific  
OfficerTechnical  
OfficerScientific  
Officer
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 Identification obtained from container/COC as received at the laboratory.

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# MICROBIOLOGY FINAL REPORT

## CERTIFICATE OF ANALYSIS

X1914936

[]

. SAS WATER SOLUTIONS ACT

UNIT 13, 21 BEACONSFIELD ST  
FYSHWICK ACT 2609

Lab Number:

299897600

Customer Reference Number:

Site:

DEAKIN OFFICES

Sample Type:

COOLING TOWER WATER

Sample Notes:

Date and Time of Collection:

25/11/19,1330

Date and Time of Testing:

26/11/19,0800

Collected By:

SAS

Tested:

As Received

| SITE | HPC<br>CFU/mL | Legionella species: CFU/mL |      |                  |
|------|---------------|----------------------------|------|------------------|
|      |               | LP1/LP2-14                 | LSU  | Total Legionella |
| CT   | 5,400         | < 10                       | < 10 | < 10             |

### METHODS

- \* Legionella Count - Australian Standard 3896.
- \* Heterotrophic Plate Count - Spiral Spread Plate.  
R2A agar 36C/48 hrs. AS/NZS 4276.3.2.

### Legend:

HPC: Heterotrophic Plate Count  
LP1/LP2-14: Legionella pneumophila serogroup 1 and 2-14  
Total Legionella: Sum of LP1, LP2-14, LSU  
LSU: Legionella species unidentified  
< 10: Limit of Detection  
CFU: Colony Forming Units

\*END OF REPORT\*

s22

Signed: .....

s47F

Date:03/12/19

|                       |                    |                      |                      |                       |                       |                      |                       |
|-----------------------|--------------------|----------------------|----------------------|-----------------------|-----------------------|----------------------|-----------------------|
| Laboratory<br>Manager | Quality<br>Manager | Technical<br>Officer | Technical<br>Officer | Scientific<br>Officer | Scientific<br>Officer | Technical<br>Officer | Scientific<br>Officer |
|-----------------------|--------------------|----------------------|----------------------|-----------------------|-----------------------|----------------------|-----------------------|

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# MICROBIOLOGY FINAL REPORT

## CERTIFICATE OF ANALYSIS

X1915601

[]

SAS WATER SOLUTIONS ACT

UNIT 13, 21 BEACONSFIELD ST  
FYSHWICK ACT 2609

Lab Number:

299898259

Customer Reference Number:

Site:

DEAKIN OFFICES

Sample Type:

COOLING TOWER WATER

Sample Notes:

Date and Time of Collection:

05/12/19,1400

Date and Time of Testing:

06/12/19,0930

Collected By:

SAS

Tested:

As Received

### SITE

HPC  
CFU/mL

Legionella species: CFU/mL  
LP1/LP2-14    LSU    Total Legionella

| SITE | HPC<br>CFU/mL | LP1/LP2-14 | LSU  | Total Legionella |
|------|---------------|------------|------|------------------|
| CT   | < 1000        | < 10       | < 10 | < 10             |

### METHODS

- \* Legionella Count - Australian Standard 3896.
- \* Heterotrophic Plate Count - Spiral Spread Plate.
- R2A agar 36C/48 hrs. AS/NZS 4276.3.2.

### Legend:

HPC: Heterotrophic Plate Count  
LP1/LP2-14: Legionella pneumophila serogroup 1 and 2-14  
Total Legionella: Sum of LP1, LP2-14, LSU  
LSU: Legionella species unidentified  
<10: Limit of Detection  
CFU: Colony Forming Units

\*END OF REPORT\*

Signed:

s47F

s22

Date:13/12/19

Laboratory  
Manager

Quality  
Manager

Technical  
Officer

Technical  
Officer

Scientific  
Officer

Scientific  
Officer

Technical  
Officer

Scientific  
Officer

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**MICROBIOLOGY  
FINAL REPORT****CERTIFICATE OF ANALYSIS**

X2000234

[]

. SAS WATER SOLUTIONS ACT

UNIT 13, 21 BEACONSFIELD ST  
FYSHWICK ACT 2609

Lab Number:

841856191

Customer Reference Number:

Site:

DEAKIN OFFICES

Sample Type:

COOLING TOWER WATER

Sample Notes:

Date and Time of Collection:

08/01/20,1345

Date and Time of Testing:

09/01/20,1100

Collected By:

SAS

Tested:

As Received

**SITE****HPC**

CFU/mL

**Legionella species: CFU/mL**

LP1/LP2-14

LSU

Total Legionella

CT

1,600

&lt; 10

&lt; 10

&lt; 10

**METHODS**

- \* Legionella Count - Australian Standard 3896.
  - \* Heterotrophic Plate Count - Spiral Spread Plate.
- R2A agar 36C/48 hrs. AS/NZS 4276.3.2.

**Legend:**

HPC: Heterotrophic Plate Count

LP1/LP2-14: Legionella pneumophila serogroup 1 and 2-14

Total Legionella: Sum of LP1, LP2-14, LSU

LSU: Legionella species unidentified

&lt; 10: Limit of Detection

CFU: Colony Forming Units

\*END OF REPORT\*

Signed: s47F

s22

Date: 16/01/20

Laboratory  
ManagerQuality  
ManagerTechnical  
OfficerTechnical  
OfficerScientific  
OfficerScientific  
OfficerTechnical  
OfficerScientific  
Officer

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MICROBIOLOGY  
FINAL REPORT

## CERTIFICATE OF ANALYSIS

X2001862

[]

. SAS WATER SOLUTIONS ACT

UNIT 13, 21 BEACONSFIELD ST  
FYSHWICK ACT 2609

Lab Number:

298745023

Customer Reference Number:

Site:

DEAKIN OFFICES

Sample Type:

COOLING TOWER WATER

Sample Notes:

Date and Time of Collection:

10/02/20, 1400

Date and Time of Testing:

11/02/20, 0830

Collected By:

SAS

Tested:

As Received

## SITE

## HPC

CFU/mL

## Legionella species: CFU/mL

LP1/LP2-14

LSU

Total Legionella

CT

5,200

&lt; 10

&lt; 10

&lt; 10

## METHODS

\* Legionella Count - Australian Standard 3896.

\* Heterotrophic Plate Count - Spiral Spread Plate.

R2A agar 36C/48 hrs. AS/NZS 4276.3.2.

## Legend:

HPC: Heterotrophic Plate Count

LP1/LP2-14: Legionella pneumophila serogroup 1 and 2-14

Total Legionella: Sum of LP1, LP2-14, LSU

LSU: Legionella species unidentified

&lt; 10: Limit of Detection

CFU: Colony Forming Units

\*END OF REPORT\*

s22

Signed: ..... Date: 18/02/20

s47F

Laboratory  
ManagerQuality  
ManagerTechnical  
OfficerTechnical  
OfficerScientific  
OfficerScientific  
OfficerScientific  
OfficerTechnical  
OfficerScientific  
OfficerAccreditation No.  
4034Accredited for compliance  
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Identification obtained from container/CQC as received at the laboratory.This report cannot be reproduced except in full, without written  
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MICROBIOLOGY  
FINAL REPORT

## CERTIFICATE OF ANALYSIS

X2003226

[]

. SAS WATER SOLUTIONS ACT

UNIT 13, 21 BEACONSFIELD ST  
FYSHWICK ACT 2609

Lab Number:

841658615

Customer Reference Number:

Site:

DEAKIN OFFICE

Sample Type:

COOLING TOWER WATER

Sample Notes:

Date and Time of Collection:

05/03/20,1400

Date and Time of Testing:

06/03/20,0930

Collected By:

SAS

Tested:

As Received

| SITE          | HPC<br>CFU/mL | Legionella species: CFU/mL |     |                  |
|---------------|---------------|----------------------------|-----|------------------|
|               |               | LP1/LP2-14                 | LSU | Total Legionella |
| COOLING TOWER | <1000         | <10                        | <10 | <10              |

## METHODS

- \* Legionella Count - Australian Standard 3896.
- \* Heterotrophic Plate Count - Spiral Spread Plate.
- R2A agar 36C/48 hrs. AS/NZS 4276.3.2.

## Legend:

HPC: Heterotrophic Plate Count  
LP1/LP2-14: Legionella pneumophila serogroup 1 and 2-14  
Total Legionella: Sum of LP1, LP2-14, LSU  
LSU: Legionella species unidentified  
<10: Limit of Detection  
CFU: Colony Forming Units

\*END OF REPORT\*

s22

Signed:  
s47F

Date: 13/03/20

|                       |                    |                      |                      |                       |                       |                       |                      |                       |
|-----------------------|--------------------|----------------------|----------------------|-----------------------|-----------------------|-----------------------|----------------------|-----------------------|
| Laboratory<br>Manager | Quality<br>Manager | Technical<br>Officer | Technical<br>Officer | Scientific<br>Officer | Scientific<br>Officer | Scientific<br>Officer | Technical<br>Officer | Scientific<br>Officer |
|-----------------------|--------------------|----------------------|----------------------|-----------------------|-----------------------|-----------------------|----------------------|-----------------------|

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# Commercial Report

conducted for

## 100034

**Completed on**

23 Jan 2019 08:06 PM

**Audit Title**

GEMS ID 100034 / GMS 2 1030358 - 109 Kent Street Deakin ACT 2600

**Client / Site**

100034

**Conducted on**

17 Jan 2019 01:00 AM

**Prepared by**

GMS 2 PTY LTD

**Location (PropertyHub ID)**

BLD AO 20/1143 109 Kent Street Deakin, ACT, 2600

**Personnel**

S47F

**Score**

442/478 - 92%

## **Disclaimer**

The assessors believe the information contained within this risk assessment report to be correct at the time of printing. The assessors do not accept responsibility for any consequences arising from the use of the information herein. The report is based on matters which were observed or came to the attention of the assessors during the day of the assessment and should not be relied upon as an exhaustive record of all possible risks or hazards that may exist or potential improvements that can be made. Information on the latest workers compensation and OHS / WHS laws can be found at the relevant State WorkCover / WorkSafe Authority.

## **Confidentiality Statement**

In order to maintain the integrity and credibility of the risk assessment processes and to protect the parties involved, it is understood that the assessors will not divulge to unauthorized persons any information obtained during this risk assessment unless legally obligated to do so.

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## **Actions**

#1. Air conditioning not functional in sections. Inspector could feel the temperature difference in each room.

Assignee: Unassigned

Priority: LOW

Due Date: -

Audit: GEMS ID 100034 / GMS 2 1030358 - 109 Kent Street  
Deakin ACT 2600

Linked to item: 8.1 - Air conditioning system

Status: To Do

### General Summary - 4/4 - 100%

| Question                                        | Response                                                                                                              | Details |
|-------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------|---------|
| Site Address                                    | BLD AO 20/1143 - 109 Kent Street Deakin, ACT, 2600                                                                    |         |
| Site ID                                         | GEMS ID 100034                                                                                                        |         |
| Site Contact                                    | s47F                                                                                                                  |         |
| Inspector                                       | s47F                                                                                                                  |         |
| Inspection Date                                 | 17 Jan 2019                                                                                                           |         |
| General Comments                                | s47E(d)                                                                                                               |         |
| Does this site require a 4WD vehicle to access? | No                                                                                                                    |         |
| Does this site require a Helicopter to access?  | No                                                                                                                    |         |
| Does this site require a Boat to access?        | No                                                                                                                    |         |
| Is this site classed as Land Only?              | No                                                                                                                    |         |
| Comments from Site Contact                      | Electronic devices not allowed in part of the tenancy. Photography also limited due to secure nature of the building. |         |

Score (4/4) - 100%  
GEMS ID 100034 / GMS 2 1030358 - 109 Kent Street Deakin ACT 2600

## Action Items

| Question | Response | Details |
|----------|----------|---------|
|----------|----------|---------|

## Section 1 - External and Carpark - 58/74 - 78%

| Question                                                                                                                       | Response       | Details           |
|--------------------------------------------------------------------------------------------------------------------------------|----------------|-------------------|
| Is there a Carpark?                                                                                                            | Yes            |                   |
| External and Carpark - General Overview                                                                                        | Good           |                   |
| 1.1 - Landscaping, hedges, lawn edges                                                                                          | Good           |                   |
| 1.2 - Signage: is it clearly visible?                                                                                          | Yes            |                   |
| 1.3 - Facade                                                                                                                   | Good           |                   |
|  <div>Appendix 1</div> <div>Appendix 2</div> |                |                   |
| 1.4 - Paintwork                                                                                                                | Not Applicable | Concrete building |
| 1.5 - Windows                                                                                                                  | Good           |                   |
| 1.6 - Paths and Paving                                                                                                         | Good           |                   |
| 1.7 - Fences, Gates, Retaining walls                                                                                           | Good           |                   |
| 1.8 - Cleanliness: Cobwebs, Dust, Rubbish etc.                                                                                 | Good           |                   |
| 1.9 - Disabled Access                                                                                                          | Good           |                   |
| 1.10 - Automatic and/or Roller Doors                                                                                           | Not Applicable |                   |
| 1.11 - Ram Raid Bollards                                                                                                       | Not Applicable |                   |
| 1.12 - Car Park                                                                                                                | Good           |                   |
| 1.13 - Exit Lights                                                                                                             | Good           |                   |

Score (58/74) - 78%

GEMS ID 100034 / GMS 2 1030358 - 109 Kent Street Deakin ACT 2600

|                                           |                   |  |
|-------------------------------------------|-------------------|--|
| 1.14 - Emergency Lighting                 | Good              |  |
| 1.15 - Exterior Lighting                  | Good              |  |
| 1.16 - After Hours Emergency Notification | Good              |  |
| 1.17 - Septic Tank                        | Not<br>Applicable |  |
| 1.18 - Drains, Gutters, Downpipes         | Good              |  |

Score (58/74) - 78%

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## Section 2 - Customer/ Reception - 77/78 - 98%

| Question                                                                                          | Response | Details |
|---------------------------------------------------------------------------------------------------|----------|---------|
| Is there a Customer Counter/Reception?                                                            | Yes      |         |
| Customer Counter/ Reception - General Overview                                                    | Good     |         |
| 2.1 - Entry Foyer                                                                                 | Good     |         |
| 2.2 - Entry Mat                                                                                   | Good     |         |
| 2.3 - Corporate Image and Branding                                                                | Good     |         |
| 2.4 - Display Material                                                                            | Good     |         |
| 2.5 - Entry Doors                                                                                 | Good     |         |
| 2.6 - Reception Area                                                                              | Good     |         |
| 2.7 - Ceiling                                                                                     | Good     |         |
| 2.8 - Storage Areas                                                                               | Good     |         |
| 2.9 - Walls and Painting                                                                          | Good     |         |
| 2.10 - Floors and Coverings                                                                       | Good     |         |
| 2.11 - Blinds and Windows                                                                         | Good     |         |
| 2.12 - Cleanliness                                                                                | Good     |         |
| 2.13 - Furniture and Upholstery                                                                   | Good     |         |
| 2.14 - Exit Lights                                                                                | Good     |         |
| 2.15 - Emergency Lights                                                                           | Good     |         |
| 2.16 - Fire Extinguishers                                                                         | Good     |         |
| 2.17 - Electrical Outlets                                                                         | Good     |         |
| 2.18 - Electrical Safety - Are cords and appliances in good condition and power boards minimised? | Good     |         |

Score (77/78) - 98%

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|                                                      |    |  |
|------------------------------------------------------|----|--|
| 2.19 - Are there signs of water leakage in the roof? | No |  |
|------------------------------------------------------|----|--|

### Section 3 - Office Area - 69/71 - 97%

| Question                                                 | Response | Details                                                                                      |
|----------------------------------------------------------|----------|----------------------------------------------------------------------------------------------|
| Is there an office area?                                 | Yes      |                                                                                              |
| Office Area - General Summary                            | Good     | Photos of office areas were limited due to high security areas and photography restrictions. |
| <div>s47E(d)</div> <div>Appendix 3      Appendix 4</div> |          |                                                                                              |
| 3.1 - Doors                                              | Fair     |                                                                                              |
| <div>s47E(d)</div> <div>Appendix 5</div>                 |          |                                                                                              |
| 3.2 - Ceiling                                            | Good     |                                                                                              |
| 3.3 - Walls and Painting                                 | Good     |                                                                                              |
| 3.4 - Windows and Blinds                                 | Good     |                                                                                              |
| 3.5 - Floors and Coverings                               | Good     |                                                                                              |
| 3.6 - Storage Areas                                      | Good     |                                                                                              |
| 3.7 - Workstations                                       | Good     |                                                                                              |

Score (69/71) - 97%

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s47E(d)

Appendix 6

|                                                                   |      |  |
|-------------------------------------------------------------------|------|--|
| 3.8 - Lighting                                                    | Good |  |
| 3.9 - Cleanliness: please note dust, especially on skirtings etc. | Good |  |
| 3.10 - Display Materials                                          | Good |  |
| 3.11 - Emergency Lighting                                         | Good |  |
| 3.12 - Exit Lights                                                | Good |  |
| 3.13 - Fire Extinguishers                                         | Good |  |



Appendix 7



Appendix 8



Appendix 9



Appendix 10



Appendix 11



Appendix 12



Appendix 13



Appendix 14

|                                                                                                                 |      |  |
|-----------------------------------------------------------------------------------------------------------------|------|--|
| 3.14 - Electrical Outlets                                                                                       | Good |  |
| 3.15 - Electrical Safety: Are all cords and appliances in good condition and the use of power boards minimised? | Good |  |

Score (69/71) - 97%

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|                                                      |      |  |
|------------------------------------------------------|------|--|
| 3.16 - Walkways: are they obstructed or cluttered?   | Good |  |
| 3.17 - Do restricted areas have appropriate signage? | Yes  |  |
| 3.18 - Are there signs of water leakage in the roof? | No   |  |

**Section 4 - Warehouses/ Workshop Areas/ Storage Sheds/ Hangars - 58/59  
- 98%**

| Question                                                                                                           | Response | Details                                                                                          |
|--------------------------------------------------------------------------------------------------------------------|----------|--------------------------------------------------------------------------------------------------|
| Are there any warehouses, storage sheds or workshops onsite?                                                       | Yes      | Storage cage in the basement and vaults on upper levels. Photography in these areas not allowed. |
| Warehouses/ Workshops /Storage Sheds/ Hangars - General Summary                                                    | Good     |                                                                                                  |
| 4.1 - External Structure                                                                                           | Good     |                                                                                                  |
| 4.2 - Walls                                                                                                        | Good     |                                                                                                  |
| 4.3 - Floors and Coverings                                                                                         | Good     |                                                                                                  |
| 4.4 - Doors                                                                                                        | Good     |                                                                                                  |
| 4.5 - Storage Areas                                                                                                | Good     |                                                                                                  |
| 4.6 - Lighting                                                                                                     | Good     |                                                                                                  |
| 4.7 - Cleanliness                                                                                                  | Good     |                                                                                                  |
| 4.8 - Exit Lights                                                                                                  | Good     |                                                                                                  |
| 4.9 - Emergency Lighting                                                                                           | Good     |                                                                                                  |
| 4.10 - Fire Extinguishers                                                                                          | Good     |                                                                                                  |
| 4.11 - Electrical Outlets                                                                                          | Good     |                                                                                                  |
| 4.12 - Electrical Safety: Are all cords and appliances in good condition and is the use of power boards minimised? | Good     |                                                                                                  |
| 4.13 - Walkways: Are they obstructed or cluttered?                                                                 | Good     |                                                                                                  |
| 4.14 - Are all materials stored above 1.5m stable and on suitable shelving?                                        | Yes      |                                                                                                  |
| 4.15 - Are there any signs of water leakage in the roof?                                                           | No       |                                                                                                  |

Score (58/59) - 98%

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## Section 5 - Tea room/ Amenities - 118/124 - 95%

| Question                                                   | Response | Details |
|------------------------------------------------------------|----------|---------|
| Is there a tea room or break area onsite?                  | Yes      |         |
| Tea Room - General Summary                                 | Good     |         |
| <div>s47E(d)</div> <div>Appendix 15      Appendix 16</div> |          |         |
| 5.1 - Doors                                                | Good     |         |
| 5.2 - Floors and Coverings                                 | Good     |         |
| 5.3 - Ceilings                                             | Good     |         |
| 5.4 - Windows and Blinds                                   | Good     |         |
| 5.5 - Walls and Painting                                   | Good     |         |
| 5.6 - Lighting                                             | Good     |         |
| 5.7 - Benchtops and Cupboards                              | Good     |         |
| 5.8 - Sinks and Taps                                       | Good     |         |
| <div>s47E(d)</div> <div>Appendix 17</div>                  |          |         |
| 5.8.1 - Is there a hydro tap onsite?                       | Yes      |         |
| Hydro Tap - please note make, model and serial number      | Good     |         |

Score (118/124) - 95%

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s47E(d)

|                                                                        |      |  |
|------------------------------------------------------------------------|------|--|
| <div> <div></div> <div>Appendix 18</div> <div>Appendix 19</div> </div> |      |  |
|                                                                        |      |  |
|                                                                        |      |  |
|                                                                        |      |  |
| 5.9 - Cleanliness                                                      | Good |  |
| 5.10 - Whitegoods                                                      | Good |  |
| 5.11 - Appliances                                                      | Fair |  |

s47E(d)

|                                                                                                                 |      |  |
|-----------------------------------------------------------------------------------------------------------------|------|--|
| <div> <div></div> <div>Appendix 20</div> </div>                                                                 |      |  |
| 5.12 - Electrical Outlets                                                                                       | Good |  |
| 5.13 - Electrical Safety: Are all cords and appliances in good condition and the use of power boards minimised? | Good |  |
| 5.14 - Exit Lights                                                                                              | Good |  |
| 5.15 - Furniture                                                                                                | Good |  |
| 5.16 - Is there any sign of water leakage in the roof?                                                          | No   |  |
| Are there bathrooms onsite?                                                                                     | Yes  |  |
| Bathrooms - General Summary                                                                                     | Good |  |
| 5.17 - Floors                                                                                                   | Good |  |
| 5.18 - Walls and Painting                                                                                       | Good |  |
| 5.19 - Ceiling                                                                                                  | Good |  |
| 5.20 - Toilet                                                                                                   | Good |  |

Score (118/124) - 95%

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|                        |                |  |
|------------------------|----------------|--|
| 5.21 - Sinks           | Good           |  |
| 5.22 - Mirrors         | Good           |  |
| 5.23 - Shower          | Not Applicable |  |
| 5.24 - Cleanliness     | Good           |  |
| 5.25 - Disabled Access | Good           |  |
| 5.26 - Lighting        | Good           |  |
| 5.27 - Drains          | Good           |  |
| 5.28 - Sanitary Bins   | Good           |  |

## Section 6 - Health and Safety - 24/30 - 80%

| Question                                                                                      | Response | Details |
|-----------------------------------------------------------------------------------------------|----------|---------|
| Is this site classed as Land Only?                                                            | No       |         |
| 6.1 - Fixed Ladders and Staircases - note handrails, nosings, anti-slip surfaces and lighting | Good     |         |
| s47E(d)                                                                                       |          |         |
| Appendix 21                                                                                   |          |         |
| 6.2 - Is there a Health and Safety Notice Board?                                              | Yes      |         |
| s47E(d)                                                                                       |          |         |
| Appendix 22                                                                                   |          |         |
| 6.3 - Are the Warden and First Aid lists displayed?                                           | Yes      |         |
| 6.4 - Are Fire Exits clear and unobstructed?                                                  | Yes      |         |
| 6.5 - Fire Panel                                                                              | Yes      |         |
| 6.6 - Are Fire Evacuation signs displayed?                                                    | Yes      |         |
| 6.7 - Are Break Glass units intact and accessible?                                            | Yes      |         |

Score (24/30) - 80%

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Appendix 23

|                                                                                            |      |                 |
|--------------------------------------------------------------------------------------------|------|-----------------|
| 6.8 - Is Fire Equipment testing up-to-date?<br>Please note last date of testing.           | Yes  |                 |
| 6.10 - Have appliances and cords been tested and tagged? Please note date.                 | Yes  |                 |
| 6.11 - Is there a First Aid Kit on- site?                                                  | Yes  |                 |
| 6.12 - Is there secure storage for paper waste?                                            | Yes  |                 |
| 6.13 - Security Lighting                                                                   | Good |                 |
| 6.14 - Are hazardous chemicals stored onsite?                                              | No   |                 |
| 6.14.2 - Is there a hazardous chemicals register onsite?                                   | No   | Not applicable. |
| 6.14.3 - Are Material Safety Data Sheets accessible for all hazardous materials?           | Yes  |                 |
| 6.15 - Are there any Gas Cylinders onsite?<br>- please note inspection date stamp          | No   |                 |
| 6.19 - Is the JLL site folder present?                                                     | No   |                 |
| 6.16 - Is there Rooftop Access and Safety?                                                 | No   |                 |
| 6.18 - Floor Safes                                                                         | Yes  |                 |
| 6.20 - Is the Contractor sign-in and induction process being used?                         | Yes  |                 |
| 6.21 - Are Work Permits, SWMS and MSDS being received and filed?                           | Yes  |                 |
| 6.22 - Have any confined spaces been identified and are these included in the site folder? | No   |                 |

Score (24/30) - 80%

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|                                                                                                                           |     |  |
|---------------------------------------------------------------------------------------------------------------------------|-----|--|
| 6.23 - Is there a copy of the security monitoring system's details and procedures to arm and disarm the system available? | Yes |  |
|---------------------------------------------------------------------------------------------------------------------------|-----|--|

## Section 7 - Cleaning - 11/11 - 100%

| Question                                                             | Response | Details |
|----------------------------------------------------------------------|----------|---------|
| Is this site classed as Land Only?                                   | No       |         |
| 7.1 - Are there Waste and Recycling Bins onsite?                     | Yes      |         |
| 7.2 - Cleaner's Cupboard and Materials Storage                       | Good     |         |
| 7.3 - Is there a cleaners book onsite?                               | Yes      |         |
| 7.4 - Are MSDS documents being provided for cleaning chemicals?      | Yes      |         |
| 7.5 - Are Safe Work Method Statements being provided for cleaners?   | Yes      |         |
| 7.6 - Is there a current sign-in/ sign-out sheet and scope of works? | Yes      |         |
| 7.8 - Are monthly cleaning inspections being held?                   | Yes      |         |

Score (11/11) - 100%

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## Section 8 - Mechanical and Electrical - 15/18 - 83%

| Question                                                                                                        | Response | Details                                                                                                    |
|-----------------------------------------------------------------------------------------------------------------|----------|------------------------------------------------------------------------------------------------------------|
| Is this site classed as Land Only?                                                                              | No       |                                                                                                            |
| 8.1 - Air conditioning system                                                                                   | Fair     | Air conditioning not functional in sections. Inspector could feel the temperature difference in each room. |
| 8.2 - Taps and Plumbing                                                                                         | Good     |                                                                                                            |
| 8.3 - Lifts                                                                                                     | Good     |                                                                                                            |
| 8.4 - Are there separate electrical meters for base building and tenancy?                                       | No       | Yes but no photography allowed in these areas.                                                             |
| 8.5 - Is there an up-to-date schedule of circuits adjacent to the switchboard?                                  | Yes      |                                                                                                            |
| 8.7 - Are all low-voltage (240v/415v) electrical distribution boards secure behind a lockable cupboard or door? | Yes      |                                                                                                            |
| 8.8 - Access Control Doors - are they latching correctly?                                                       | Yes      |                                                                                                            |
| 8.9 - Are there suitable temperature controls to ensure comfortable conditions onsite?                          | No       |                                                                                                            |

Score (15/18) - 83%

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## Section 9 - Property and Energy Management - 8/9 - 88%

| Question                                                                                        | Response | Details |
|-------------------------------------------------------------------------------------------------|----------|---------|
| Is this site classed as Land Only?                                                              | No       |         |
| 9.1 - Solar and Heat Reduction Films                                                            | Yes      |         |
| 9.2 - Are there surrounding tenancies?<br>Please list if so.                                    | Yes      | s47E(d) |
| 9.3 - Are there perimeter controls of the lighting-adjacent external windows on tenancy floors? | Yes      |         |
| 9.6 - Are there zoning controls over general tenancy lighting?                                  | Yes      |         |
| 9.7 - Are there controls over the exterior security lighting?                                   | Yes      |         |
| 9.8 - Are there motion sensors in meeting rooms, hallways or bathrooms?                         | No       |         |
| 9.9 - Are there any controls over Carpark lighting?                                             | Yes      |         |
| 9.10 - Are there external timers or controls on AC systems, BWU or hydro tap units?             | Yes      |         |

Score (8/9) - 88%

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## Media



Appendix 1



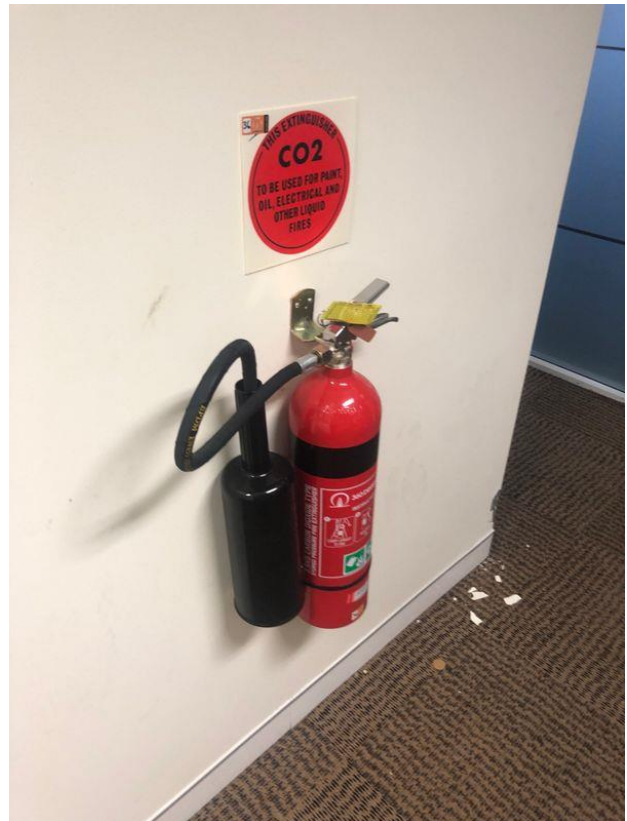
Appendix 2

s47E(d)





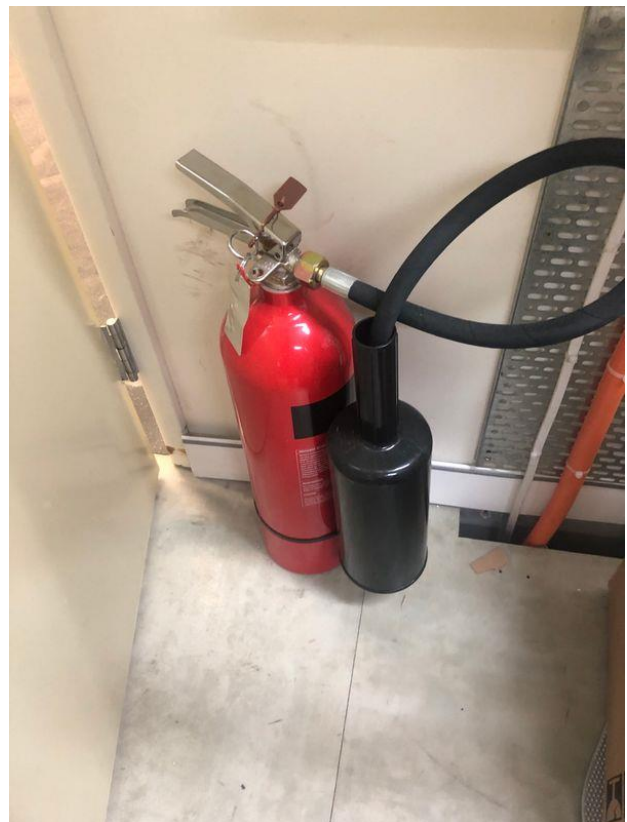
Appendix 7



Appendix 8



Appendix 9



Appendix 10



Appendix 11



Appendix 12



Appendix 13



Appendix 14

s47E(d)



s47E(d)





Appendix 23