

OPTIONS AND EVIDENCE REQUIREMENTS TO REPAIR DAMAGED ESSENTIAL PUBLIC ASSETS UNDER THE DRFAWA

WORK TYPE	WORKS GUIDANCE	ASSET AND DAMAGE LOCATION	DAMAGE DETAIL - POST-DISASTER CONDITION (Clause 6.2)		PRE-DISASTER CONDITION (Clause 6.26 and 6.2.7)	PRE-DISASTER FUNCTION (Clause 6.3)	COST ESTIMATE (Clause 6.4)	ACTUAL COSTS (Clause 10.2.7)	COMPLETION EVIDENCE (Clause 10.4.1)
			Description of Damage	Evidence of Damage					
Emergency Works	<p>Temporary fixes or treatments to enable an asset to operate.</p> <p>Further work is required to permanently repair the damage.</p> <p>Works must be completed within three months of the asset being safely accessible, following the eligible disaster.</p> <p>Emergency Works must be inspected and signed off by a representative with the appropriate level of expertise and experience (e.g. Works Manager).</p>	<p>Both the location of the asset (road number, road name or coordinates) and location of damage sustained (SLK ref or coordinates) are required.</p> <p>(Template: Emergency and Immediate Works - Damage Pick Up)</p>	<p>Brief description of damage required.</p> <p>A more detailed Damage Assessment is required for both Immediate Reconstruction and EPAR works.</p> <p>(Template: Emergency and Immediate Works - Damage Pick Up - Damage description field)</p>	<p>Required.</p> <p>Photos should clearly demonstrate damage and its location on the asset.</p> <p>Multiple photos may be required for large assets and/or assets extensively damaged.</p>	<p>Evidence of asset pre-disaster condition is not required to substantiate Emergency Works claims.</p> <p>All Emergency Works will be followed by Immediate Reconstruction or EPAR works to permanently reinstate the damaged asset.</p> <p>Pre-disaster condition evidence is required for both Immediate Reconstruction and EPAR works. Consider if any evidence should be collected prior to emergency works being undertaken.</p>	<p>An indication of overall asset function is required.</p> <p>Damage photos can be used as evidence of pre-disaster function, provided they clearly identify the function of the asset. For example, two lane unsealed road.</p>	<p>Cost estimates for Emergency Works are not required to be submitted to DFES.</p> <p>Asset owners may wish to use the estimates fields in the Damage Pick Up worksheet of the Emergency and Immediate Works template for internal processes.</p>	<p>Required, with evidence of payment by asset owner.</p> <p>Supporting evidence should clearly align actual cost information with the specific asset being reinstated, and the activities undertaken, consistent with the information provided in the Damage Pick Up.</p>	<p>Appropriately referenced completion photos are required as evidence of works undertaken.</p> <p>Multiple photos may be required for large assets and/or assets extensively damaged.</p>
Immediate Reconstruction Works	<p>Permanent fix to the asset.</p> <p>Works small in scale and cost only. For example patching, gravel resheeting, drainage repair, grading.</p> <p>Costs for a single asset should not exceed \$250,000 without discussion with DFES.</p> <p>Works must be completed within three months of the asset being safely accessible following the eligible disaster. Should any works requirement for the asset not be completed within three months then the entire project will transition to Essential Public Asset Reconstruction (EPAR) works.</p> <p>Immediate Reconstruction works must be inspected and signed off by a representative with the appropriate level of expertise and experience (e.g. Works Manager).</p>	<p>Both the location of the asset (road number, road name or coordinates) and location of damage sustained (SLK ref or coordinates) are required.</p> <p>(Template: Emergency and Immediate Works - Damage Pick Up)</p>	<p>Damage Assessments are required to be submitted no later than 12 months after an eligible disaster.</p> <p>(Template: Emergency and Immediate Works - Damage Pick Up - Damage description field)</p>	<p>Required.</p> <p>Photos should clearly demonstrate damage and its location on the asset.</p> <p>Multiple photos may be required for large assets and/or assets extensively damaged.</p>	<p>Evidence is required that indicates overall pre-disaster condition.</p> <p>Damage photos can be used as evidence of pre-disaster condition where undamaged sections are clearly identifiable.</p> <p>Evidence of pre-disaster condition can be provided via one or more of the following:</p> <ol style="list-style-type: none"> Satellite image Photos / video Maintenance records Asset register Inspection report <p>Evidence must be no older than four years before an eligible disaster for local governments, and two years for State agencies.</p>	<p>An indication of overall asset function is required.</p> <p>Damage photos can be used as evidence of pre-disaster function, provided they clearly identify the function of the asset. For example, two lane unsealed road.</p>	<p>Cost estimates for Immediate Reconstruction Works are not required to be submitted to DFES.</p> <p>Please consult DFES if works are estimated to exceed \$250,000.</p> <p>Asset owners may wish to use the estimates fields in the Damage Pick Up worksheet of the Emergency and Immediate Works template for internal processes.</p>	<p>Required, with evidence of payment by asset owner.</p> <p>Supporting evidence should clearly align actual cost information with the specific asset being reinstated, and the activities undertaken, consistent with the information provided in the Damage Pick Up.</p>	<p>Appropriately referenced completion photos are required as evidence of works undertaken.</p> <p>Multiple photos may be required for large assets and/or assets extensively damaged.</p>
Essential Public Asset Reconstruction (EPAR) Works	<p>All works on an essential public asset that were not completed within three months of the asset being safely accessible, following the eligible disaster.</p> <p>Works must be completed no later than two years following the end of financial year in which the eligible disaster occurred.</p> <p>A Cost Estimate is required no later than 12 months after the end of financial year in which the eligible disaster occurred.</p> <p>The Cost Estimate must be verified by an engineer or quantity surveyor with the appropriate level of expertise and experience.</p>	<p>Both the location of the asset (road number, road name or coordinates) and location of damage sustained (SLK ref or coordinates) are required.</p> <p>(Template: EPAR Cost Estimate - Damage Pick Up)</p>	<p>Damage Assessments are required to be submitted no later than 12 months after an eligible disaster.</p> <p>Asset owners can provide a high level summary in the Damage Assessment and use the damage pick up worksheet to provide further detail on asset specific damage and location.</p> <p>(Templates: Damage Assessment & EPAR Cost Estimate - Damage Pick Up)</p>	<p>Required.</p> <p>Photos should clearly demonstrate damage and its location on the asset.</p> <p>Multiple photos may be required for large assets and/or assets extensively damaged.</p>	<p>Required.</p> <p>Evidence of pre-disaster condition can be provided via one or more of the following:</p> <ol style="list-style-type: none"> Satellite image Photos / video Maintenance records Asset register Inspection report <p>Evidence must be no older than four years before an eligible disaster for local governments, and two years for State agencies.</p>	<p>Required - the Essential Public Asset Function Framework must be used, which outlines the category, subcategory and purpose, type, capacity and layout and materials of the asset.</p> <p>Information can be provided in summarised form (e.g. Template - Pre-Disaster Function or through an asset database report).</p> <p>Further detail is provided in the Fact Sheet for Essential Public Asset Function Framework</p>	<p>A Cost Estimate is required no later than 12 months after the end of financial year in which the eligible disaster occurred.</p> <p>Cost Estimates must include costs associated with Project Management and Design, Construction, Contingency and Cost Escalation.</p> <p>Cost Estimates must be verified by an engineer or quantity surveyor with the appropriate level of expertise and experience.</p> <p>(Template: EPAR Cost Estimate)</p>	<p>Required, with evidence of payment by asset owner.</p> <p>Supporting evidence should clearly align actual cost information with the specific asset being reinstated, and the activities undertaken, consistent with the information provided in the Damage Pick Up and Cost Estimate.</p> <p>The asset owner is responsible for managing the project cost including contingency (P50).</p> <p>Records must be maintained for all costs, including contingency used.</p> <p>If the project cost varies by 5% or more, a Cost Variation form must be completed by the asset owner.</p>	<p>Appropriately referenced completion photos are required as evidence of works undertaken.</p> <p>Multiple photos may be required for large assets and/or assets extensively damaged.</p>
Minor Works	<p>Must be discussed with a DFES Disaster Recovery Funding Officer prior to any minor works being undertaken.</p> <p>Appropriate where works were not completed within three months of the asset being safely accessible, following an eligible disaster, and works are minor in nature as defined in the DRFA (e.g. gravel re-sheeting, patching, grading, road infrastructure repair or drainage).</p> <p>Minor works must be verified by an engineer or quantity surveyor with the appropriate level of expertise and experience.</p>	<p>Both the location of the asset (road number, road name or coordinates) and location of damage sustained (SLK ref or coordinates) are required.</p> <p>Addressed in Damage Assessment template.</p>	<p>Damage Assessments are required to be submitted no later than 12 months after an eligible disaster.</p> <p>(Template: EPAR Cost Estimate - Damage Pick Up)</p>	<p>Required.</p> <p>Photos should clearly demonstrate damage and its location on the asset.</p> <p>Multiple photos may be required for large assets and/or assets extensively damaged.</p>	<p>Required.</p> <p>Evidence of pre-disaster condition can be provided via one or more of the following:</p> <ol style="list-style-type: none"> Satellite image Photos / video Maintenance records Asset register Inspection report <p>Evidence must be no older than four years before an eligible disaster for local governments, and two years for State agencies.</p>	<p>An indication of overall asset function is required.</p> <p>Damage photos can be used as evidence of pre-disaster function where undamaged sections are clearly identifiable.</p>	<p>A Cost Estimate is required no later than 12 months after the end of financial year in which the eligible disaster occurred.</p> <p>Cost Estimates must include costs associated with Project Management and Design, Construction, Contingency and Cost Escalation.</p> <p>Cost Estimates must be verified by an engineer or quantity surveyor with the appropriate level of expertise and experience.</p> <p>(Template: EPAR Cost Estimate)</p>	<p>Required, with evidence of payment by asset owner.</p> <p>Supporting evidence should clearly align actual cost information with the specific asset being reinstated, and the activities undertaken, consistent with the information provided in the Damage Pick Up and Cost Estimate.</p>	<p>Appropriately referenced completion photos are required as evidence of works undertaken.</p> <p>Multiple photos may be required for large assets and/or assets extensively damaged.</p>