



## Events and notices

### Fast-tracked change management

**Unplanned events are part of project life.**

**What sets high-performing projects apart is the way they manage events, turning challenges into learnings and improvements, and fast-tracking resolutions.** When a project has no formalised system, it relies on individuals to identify and process issues and impacts. This creates vulnerability for immediate issues management and impedes wider project visibility of recurring or major issues. Envision's mobile event capture form places responsibility as close to the action as possible, enabling any team member to record events in real-time and set in motion a clear, defined workflow, best positioning projects to stay on track.

Capture details using the simple mobile event form

The image shows a tablet displaying the 'New Event' form. The form has the following fields and options:

- Event Name: Buried telco service
- Event Date: 10-07-2018
- Event Type: Unforeseen Site Condition
- Add an image?: Yes (selected)
- Image: A photo of a yellow excavator on a construction site.
- Image Comment: Enter Comment...
- Optional Fields: Hide / Show
- Blocks related Activity?: Yes (selected)
- External Reference: Enter reference...
- Estimated Labour: Enter hours...
- Buttons: Cancel, Create

- ✓ Provide real-time insight into events, enriched with photos and comments
- ✓ Link events to activities to track the time and cost impacts of delays and variations
- ✓ Classify events for easier management and trend analysis
- ✓ Build a project's event history, searchable by filters, to support root cause and other analyses
- ✓ Better diagnose repeat issues to minimise future events and drive continual improvement
- ✓ Use insights to improve planning and communication with various project stakeholders
- ✓ Maintain a robust chain of records for variations and claims and to support contractual obligations

# Solution | Events and notices



Record labour, equipment and/or materials associated with an event

**Event 9: Buried telco service** Started

A unknown telco service was discovered during excavations. Approx 50mm in diameter with unmarked black casing. The service is intact, but is preventing excavation in the area.

**Comment**  
Attachment: [underground-power-cable-installation.jpg](#)

Comment: Telco arrived on site at 2:45 and worked to disconnect the service and remove from the excavation area. Delay to work is about 8 hours + machine. All times captured in timesheets for review.

**Cost Allocation**

Job number:	7000
Cost type:	302.07_Excavation In Rock
Cost code:	30240_Excavation In Rock
Cost code ref 1:	30200_Earthworks
Cost code ref 2:	30000_Earthworks

**Details**

Event type:	Unforeseen Site Condition
Event category:	Commercial
Related Activity:	302.07
Related Activity frost:	0
Originator:	Adrian Smith
Event date:	-
Discipline:	Earthworks
Location:	Site Wide
Work Category:	-
Raised at:	25 Jul 2018 08:31
Actual start:	25 Jul 2018
Actual finish:	-
Expected start:	-
Expected finish:	-
Estimated labour:	-
Estimated cost:	-
Estimated duration:	-
Actual labour:	0.0 hours
External reference:	-
Absent from site:	-

Generate automatic notices for clients and other stakeholders and track due dates over time

**Standard Road and Rail**

Envisionville Power Company  
Level 1, 55 Caxton Street  
Brisbane, QLD 4000

Reference Number: E453

**Attention:** Mr Brad Boss  
Company Representative

10 Jul 2018

Dear Sir,

**Re: Envisionville Power Station - Contract No. EPS10-15  
Event: 8 - Hit rock excavating at ch1003 - Undisclosed Site Condition (Clause 25.5)**

We take this opportunity to advise that we have encountered an **Undisclosed Site Conditions** and consider we are entitled to a Variation as provided under Cl. 18.2. As required by Cl. 38.6.1, we offer the following details:

**Contract Variation (Event description):**  
Rock breakers required

**Effective Date (Date of Event):** 10 Jul 2018

The impact of the proposed Variation will be as follows:

- Program:  
Current programme:  
The impact on the Mechanical Completion:  
The impact on the Practical Completion:
- Cost:  
Total Cost of the Variation (including delay costs):  
Breakdown of Cost (refer attached Ref):  
Impact on warranties:  
Impact on Payment Schedule:
- Plant Characteristics & performance:
- Measures proposed to mitigate adverse impacts of Variation: Refer below

Please issue a Variation Order in respect of this Event.

We consider that the following activities are being, or may be, impacted by this Event:

Given that the project is resource constrained, these activities should be considered Critical Path Activities and any delay will necessarily impact upon the Date of Practical Completion.

Because this Event is a Delay Causing Event we give notice as required by Cl. 25.2(a) and advise, as required by 25.2(b), that we are taking the following action to eliminate any impact the delay may have on the Current Schedule:

We are of the opinion that we are entitled to an Extension of Time and, as required by Clause 25.2, apply for an extension of time of days for the Date of Practical Completion.

Notify supervisors and managers immediately to fast-track resolution

**Envision.**

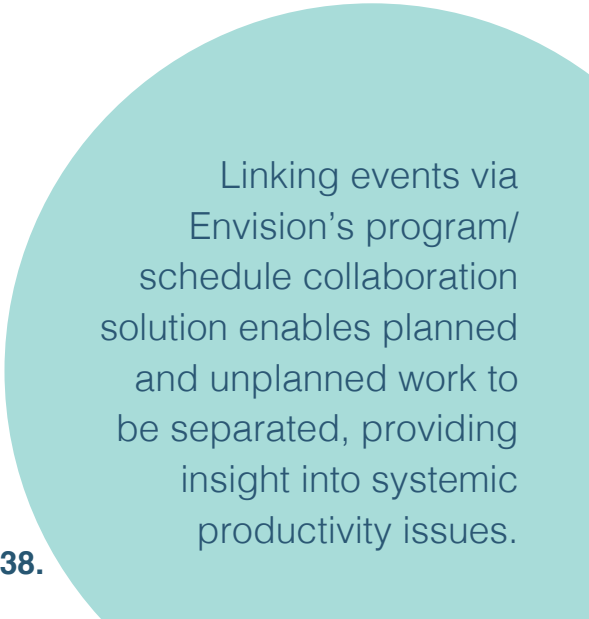
**Event: 9: Buried telco service**

Guest One attached an [image](#) file to this event

[Service uncovered while ripping and cutting on southern end](#)

25 Jul 2018 8:49 am

© Copyright 2018 Ennova. [Update Communication Preferences](#) [Contact](#)



For more information on Envision's events and notices solution, please talk with our team today on +61 7 3369 0038.