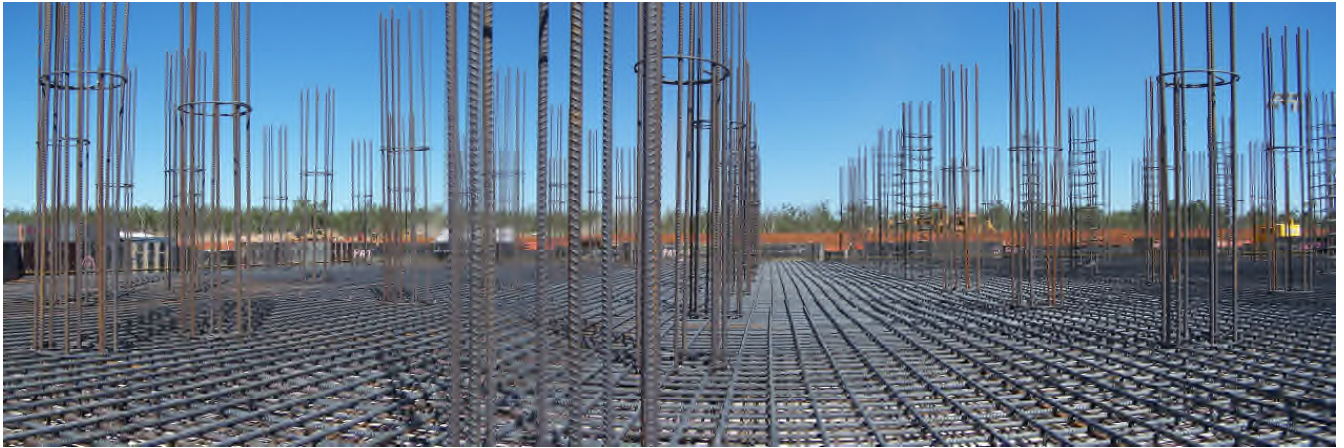


QUALITY ASSURANCE PLAN



BUSBY CONTRACTING

**14 ROBISON STREET
NORTH ROCKHAMPTON Q 4701**

**P.O. BOX 9635
PARK AVENUE Q 4701**

**Ph: (07) 4921 0477
Fax: (07) 4921 0478**

www.busbygroup.com.au

| Quality Plan | | | |
|--------------------------|---------------------------|---------------------------|--------------|
| Created on 01/06/2006 | Revision Date: 24/02/2014 | Revision No: 2 | Page 0 of 29 |
| Approved By: Don Stephen | | Approval Date: 24/02/2014 | |

CONTENTS

| | | |
|-----------|--|-----------|
| 1. | Site Organisational Structure | 1 |
| 2. | Company Policy | |
| 2.1. | Quality | 2 |
| 2.2. | Alcohol and Drug | 3 |
| 2.3. | Code of Conduct & Ethical Behaviour | 4 |
| 2.4. | Anti-Discrimination, Harassment, EEO & Bullying Policy | 5 |
| 2.5. | Fitness For Work | 6 |
| 2.6. | Privacy | 7 |
| 2.7. | Dispute & Grievance | 8 |
| 3. | Position Descriptions | |
| 3.1. | QA Officer | 9 |
| 3.2. | Project Manager | 12 |
| 3.3. | Site Engineer | 15 |
| 3.4. | Site Surveyor | 18 |
| 3.5. | Earthworks Supervisor/Leading Hand | 21 |
| 3.6. | Drainage Foreman/Leading Hand | 24 |
| 4. | Work Checklist (Annexure A – J) | 27 |
| 4.1. | Clearing and Grubbing | |
| 4.2. | Excavation | |
| 4.3. | Foundation Excavation | |
| 4.4. | Excavation Installation and Backfill of Culverts | |
| 4.5. | Authorisation to Place Concrete/Concrete Pour | |
| 4.6. | Embankment Fill | |
| 4.7. | Backfill to Structures | |
| 4.8. | Pavement Construction | |
| 4.9. | Bitumen Surface | |
| 4.10. | Asphalt Pavements | |

| | | | |
|--------------------------|---------------------------|---------------------------|--------------|
| Quality Plan | | | |
| Created on 01/06/2006 | Revision Date: 24/02/2014 | Revision No: 2 | Page 0 of 29 |
| Approved By: Don Stephen | | Approval Date: 24/02/2014 | |