

17<sup>th</sup> March 2005

«Mr»  
«Name»  
«Address»  
«Town» «Postcode»

Dear «Salutation»,

## **Network Compliance**

I refer to an earlier email dated 17 May 2004 detailing the introduction of network staged compliance auditing. I have attached an extract of that email which includes the 2 changes:

- With a current approved Network auditor complete 2 audits not 3
- Implementation date is now 4 April 2005

The Network Staged Compliance Audit is required in addition to the existing compulsory Network Final Compliance Audit. This new staged audit will need to be completed, signed and submitted prior to the Network Final Compliance Audit. Failure to complete this will result in a major non compliance (-10).

### *Extract:*

The **Network Staged Compliance Audit Checklist** shall be completed when the cables, including all joints are visible in the open trench. (i.e. prior to any backfilling). The **Checklist** is to be signed by a 'Network Endorsed Auditor' after conducting the inspection and then approved by a second party (Project Manager etc)

A key task included in the staged audit will be the completion of '**As Laid Details**', as per the Powercor standard for underground cable drawings.

Other key items include: **final surface levels** are to be determined and identified, **title pegs** installed and **kerb and channel** completed.

It is recommended to use of digital photos to confirm the status at time of the staged audit.

Compulsory **Network Staged Compliance Audits** are to be completed by a '**Network Endorsed Auditor**', eg. CPLs, PMs, external auditors and Option 2 contractors can qualify after the appropriate training.

Definition of '**Network Endorsed Auditor**'

- attended the Powercor Auditor Training course
- completed at least 2 audits with a current Network approved auditor
- be assessed as suitable by the Network Compliance Manager

Those wishing to arrange Network endorsement to complete the compulsory Network Staged Compliance Audit should contact Les Ferris the Powercor Network Compliance Manager on 5327 2404.

The use of other staged audits can still be utilised by service providers.

Although the requirement will be phased in over a number of weeks the effective implementation date will be 4 April 2005. In the meantime the existing Network Approved External auditors are able to complete the compulsory staged audit, whilst you arrange your own endorsed auditors.

**Network Final Compliance Audits** are to be completed by a Network Approved External Auditor (*at this stage*)

Should you wish further information please contact Colin Jenkins on phone 5327 2360

Yours faithfully

Mick Belcher  
Network Connections Manager  
Powercor Australia Ltd.

Enclosed  
Network Staged Compliance Audit Checklist