

## Rehabilitation Field Guide - Site Revegetation Inspection Checklist

Site/Project Name: \_\_\_\_\_ Contract/Job No: \_\_\_\_\_

Contractor: \_\_\_\_\_ Date: \_\_\_\_\_

Inspected by: \_\_\_\_\_

**Instructions:** This checklist is to be completed by the Project Manager at the time of making the site inspection. A tick (✓) should be placed in the applicable **Yes/No** box as appropriate.

Where an item is not applicable, the notation **N/A** should be placed in the **Comments and Actions** box.

Where a non-conformance is identified, a brief explanation is to be provided in the corresponding **Comments and Actions** box.

If a non-conformance cannot be rectified immediately, **issue a Site Instruction** to the Contractor listing the required corrective actions.

1. General	Yes	No	N/A	Comments & Actions
1.1 Site in a generally tidy condition				
1.2 All equipment, materials, etc contained within work area boundary.				
1.3 Adequate site briefings for all users of the site.				
1.4 Relevant barriers and signage erected				
1.5 Exclusion zones (e.g. heritage area, adjacent vegetation ) free from disturbance				

2. Traffic Management	Yes	No	N/A	Comments & Actions
2.1 All required traffic control measures implemented in accordance with Traffic Management Plan (eg warning signs, temporary road closures, limited to use of roads and parking etc)				
2.2 Equipment and resources not in road corridor				
2.3 Private vehicles of construction personnel not obstructing passage of other users				

3. Soil and Erosion Control	Yes	No	N/A	Comments & Actions
3.1 Are areas free of materials, temporary structures/works in drainage lines				
3.2 Are installed sediment controls (e.g.) sediment fences in functional working condition?				

4. Stockpiles	Yes	No	N/A	Comments & Actions
4.1 What stockpiles are on site? (Options include topsoil, straw, compost)				
4.2. Are stockpiles located in approved areas only and are not located on any existing native vegetation				
4.3 Are there separate stockpiles for different materials, e.g. clean fill and waste spoil				
4.4 Stockpiles are located at least 5m from waterways, roads, retained trees and environmentally sensitive areas such as wetlands, and where possible, on slopes < 10%,				
4.5 Stockpile height is less than 2m				

5. Contamination & Waste Management	Yes	No	N/A	Comments & Actions
5.1 All hazardous materials (eg fuels, chemicals, etc) are stored undercover in an impervious bund which can contain 120% of the largest container stored in that bund and are more than 20m away from drainage lines or flood prone areas.				
5.2 Spill kit readily accessible				
5.3 On-site refuelling of construction plant/vehicles and toilets restricted to designated area more than 20m away from waterways and stormwater inlets				
5.4 Is site free from obvious signs of fuel spills, oil leakage, etc from construction plant (check both plant and ground)				
5.5 Is there a functional waste receptacle for rubbish				
5.6 Empty pots and trays stockpiles in a secure location				

6. Fire Hazards	Yes	No	N/A	Comments & Actions
6.1 On days of Very High or Extreme fire danger or Total Fire Ban, work that give rise to sparks must cease and/or suitable firefighting equipment must be available on the work site.				
6.2 Are all requirements applying on fire ban days met?				
6.3 No Campfires permitted				

7. On site Nursery Management	Yes	No	N/A	Comments & Actions
7.1 Watering system functional (e.g. nozzles in good order, pipe leaks)				
7.2 Plants getting adequate watering?				
7.3 Fencing in good order with gates closed at end of day				

7.4 Adequate stock to complete task				
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8. Plant Management	Yes	No	N/A	Comments & Actions
8.1 Ground prepared adequately				
8.2 Adequate volume of compost per hole				
8.3 Adequate water crystals per hole				
8.4 Plant spacing as directed				
8.5 Planting depth adequate				
8.6 Tree guards secured				
8.7. Fence excluding grazers				
8.8 Straw adequately spread				
8.9 Enough thatch on site				
8.10 Plant sufficiently watered				
8.11 Across site Irrigation system functional & well maintained				
8.12 Water tanks filled				

**Comments:**

(can refer to an attached site instruction)

**Signed:**

**Date:**