

SCHEDULE 10**WORKS REPORT REQUIREMENTS**

1. The Works Report shall include the following:
 - (a) an executive summary;
 - (b) design, construction and maintenance status;
 - (c) Works Schedule summary, including:
 - (i) permits;
 - (ii) construction progress;
 - (iii) progress photos;
 - (iv) construction milestones; and
 - (v) full submissions schedule, including an updated Works Submittal and OM&R Submittal register identifying the required submittals that are anticipated to be submitted to the Ministry in the following 3 months;
 - (d) contractual outstanding decisions;
 - (e) environmental monitoring and compliance status;
 - (f) sustainability compliance status:
 - (i) sustainability measures implemented or to be implemented;
 - (g) quality assurance and quality control, including:
 - (i) update of quality control and quality assurance activities and personnel responsible;
 - (ii) monthly Quality Management System reports, Quality Audit reports and summary information from the Non-Conformance Tracking System (all as described in Schedule 14 – Integrated Management System); and
 - (iii) internal and external audits;
 - (h) organization/staffing changes and additions for Project Co and Construction Contractor;
 - (i) status of all reports submitted pursuant to the requirements of the Project Agreement;

- (j) health and safety, including:
 - (i) lost time injuries; and
 - (ii) accidents with no lost time;
- (k) Subcontract status, including:
 - (i) consultants;
 - (ii) subcontracts awarded;
 - (iii) tenders; and
 - (iv) labour report (average workforce);
- (l) financial status, including:
 - (i) progress and Variations;
 - (ii) insurance summary;
 - (iii) Construction Contractor default status; and
 - (iv) cash flow projection to March 31 (capital cost components);
- (m) risk management, including:
 - (i) claims;
 - (ii) liens;
 - (iii) environmental issues;
 - (iv) labour;
 - (v) market conditions;
 - (vi) outstanding disputes;
 - (vii) operational risks; and
 - (viii) other risks;
- (n) status of any commissioning activities; and
- (o) communications items