SCOPE OF SERVICES – UNEXPLODED ORDNANCE MANAGEMENT AND ADVICE

1. **Background**
	1. Military activities with Explosive Ordnance (**EO**), such as training, testing and logistic disposal, have the potential to create Unexploded Ordnance (**UXO**) and associated material, including Chemical Warfare Materiel (**CWM**) and Explosive Ordnance Materiel (**EOM**). Large areas of the Defence estate, in both the land and marine environments, have been and continue to be used for these purposes. Historically, many areas that are no longer under Defence control have also been used for these purposes. As such many areas, both on and off the Defence estate are contaminated with UXO and associated material.
	2. For the purposes of this Scope of Services the term **Unexploded Ordnance** (**UXO**) will, unless otherwise specified, be taken to include:
		1. Unexploded Ordnance (**UXO**);
		2. Chemical Warfare Materiel (**CWM**);
		3. Explosive Ordnance Materiel (**EOM**); and
		4. Abandoned Explosive Ordnance (**AXO**) / Discarded Military Materiel (**DMM**).
2. **Commonwealth Objectives**
	1. Defence implements the Commonwealth policy on the *Management of Land In Australia Affected by Unexploded Ordnance (2018)*. Whilst Defence maintains the necessary operational technical capability to deal appropriately with UXO, the Defence resource is a finite specialist resource. Therefore, it is essential that Defence has access to appropriate additional UXO specialists.
	2. The objective of the Services is to support the implementation of the Commonwealth policy in accordance with the relevant Statutory Requirements and policy framework. The Services include:
		1. Provision of strategic UXO advice.
		2. Undertaking UXO research and the development of UXO risk management strategies.
		3. Provision of project management services for UXO related projects.
	3. The specific scope of Services for an Engagement will depend on the circumstances that arise at that point in time.
3. **Skills and Qualifications**
	1. The Commonwealth requires suitably skilled persons to be offered by the Consultant, matched to the specific needs of the Services. The Consultant must have and maintain for the term of the Engagement an in-depth understanding of all relevant Statutory Requirements and policy frameworks for the Services, including any relevant applicable Australian and international standards.
4. **Services**
	1. The Consultant must provide strategic, advisory or policy services in accordance with the timeframes outlined by the Commonwealth's Representative. These Services include:
		1. Providing specialist technical advice to inform the development of policies, strategies, standards, templates, implementation plans and guidelines relating to UXO/EOM assessment and management.
		2. Providing strategic advice on the planning, development, management and auditing requirements relating to UXO/EOM, including:
			1. land management;
			2. zoning proposals;
			3. property divestment; and
			4. range planning and maintenance.
		3. Providing UXO risk management advice in accordance with the applicable activity and risk framework, including regarding work health and safety risks.
		4. Undertaking and reporting upon site historical research of military usage and activity likely to have resulted in ordnance-related contamination, including:
			1. Timeframes of such usage.
			2. Formations and units that occupied and/or used the site, together with principal weapons systems likely to have been used and natures and types of explosive ordnance associated with those weapon systems.
			3. Types and natures of explosive ordnance remaining at the site.
			4. Locations of firing points, impact and danger areas and other similar high risk areas.
			5. The identification of demolition or disposal areas, including information on quantities, natures, and types of explosive ordnance items disposed of and the methods of disposal, including the likely spatial extent of the disposal.
			6. The locations of disposal points (including burial sites) or areas that potentially present explosive ordnance and/or chemical contamination hazards.
			7. The effects of any local natural or cultural features that may either increase or lessen the effects of any ordnance-related contamination.
		5. Providing project management services for UXO/EOM related projects which may include all or some of the following:
			1. project design and development of scopes of work;
			2. preparation of tender and contract related documentation;
			3. perform tender briefings and pre-tender site inspections;
			4. evaluate tenders;
			5. provide specialist advice on related issues during contract negotiations; and
			6. contract supervision and performance management.
		6. Planning and undertaking UXO quality assurance (**QA**) and quality control (**QC**) activities for UXO/EOM related projects.
5. **Technical Requirement**
	1. Under each Engagement, a senior member of the Consultant's operational personnel is required to maintain current Membership of the Institute of Explosive Engineers (**MIExpE**).
6. **Meetings**
	1. The Consultant will be required to attend and participate in meetings as specified for a particular Engagement including project team meetings and meetings with stakeholders.
	2. The Consultant may be required to travel to Defence sites or other locations as part of delivering the Services.
7. **Deliverables**
	1. As specified for a particular Engagement including reports, presentations, papers, reviews and advices.
8. **Interpretation**
	1. Unless the context otherwise requires, capitalised terms in the Scope of Services or Brief will have the meaning given to them by the Defence Infrastructure Panel - Environment, Heritage and Estate Engineering 2020-2025 Terms of Engagement, Panel Conditions, Official Order, or the meaning given to them by the Commonwealth as published on the Panel website (<https://www.defence.gov.au/business-industry/procurement/panel-arrangements/dip-ehee>), from time to time.