



SmartCorp Plumbing Pty Ltd

PO Box 367, Isle of Capri, Qld, 4217

Mobile: 0431 675 508

Email: [daniel@smartcorpplumbing.com.au](mailto:daniel@smartcorpplumbing.com.au)

Website: [www.smartcorpplumbing.com.au](http://www.smartcorpplumbing.com.au)

## **CONTINGENCY PLAN – SMARTCORP PLUMBING PTY LTD (“SMARTCORP”)**

SmartCorp’s director has over 15 years’ experience and its team decades of experience in plumbing project management, technical installations and maintenance in residential, commercial and industrial contracts, both private and public throughout the UK and Australia.

Our aim is to offer our clients a quality, innovative, cost effective solution to their M&E requirements by engaging in collaborative discussions from conception to completion. We are proud of the knowledge, expertise and experience of the whole team who continually strive to exceed our client’s expectations. In efficiently and effectively implementing this aim and quality service, we ensure that we have in place a comprehensive contingency plan for our works and services offered.

This document provides an overview of this contingency plan at SmartCorp.

### **Scope:**

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To provide an overview of SmartCorp’s contingency plan to its clients, contractors and customers.

### **Overview of Contingency Plan:**

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SmartCorp acknowledges and appreciates that building engineering needs a lot of support from a variety of the sub-contractors. SmartCorp ensures sub-contractors provide us with planned schedules for each task in the initial phase of engineering. This is essential and tasked by formal documenting and formal verification by the project manager of SmartCorp.

SmartCorp will audit sub-contractors’ progress regularly during the week, but formally week to week by video or teleconference or on-site inspections and audits.

By SmartCorp undertaking these conferences, inspections and audits, we learn and document any potential risk in advance. Strict record keeping is an essential mechanism of these requirements. This includes the documenting and management of high-risk items and elements of each project.



Mitigation action for SmartCorp's contingency plan and risk includes (without limitation):

1. Performance discussions by senior management of SmartCorp with a sub-contractor where potential risk or concern may be identified. These discussions (which are also documented) will determine if the sub-contractor has an effective and well-planned contingency plan.
2. Senior management of SmartCorp is then to make a determination and decision/judgment from these discussions. The contingency plan must be categorised as being effective or ineffective.
3. If the contingency plan is deemed ineffective, further action is necessary to clarify the issues to deem the plan as ineffective. For example:
  - ✓ **Material Shortage Issues:** considerations to determine if a second source of material is to be used or readily available. This second source is to be accessible in the event the initial source is in shortage or unavailable. SmartCorp will ensure to verify the quality of the second source as equivalent as the initial source.
  - ✓ **Labour Resource Issue:** ensuring that the best quality and experienced labour resources is essential. We ensure all necessary licensing and insurances are current and documented (diarised) as essential. However, there may be situations where SmartCorp invites another new sub-contractor to share task and duties or to seek more labour sources should additional sub-contractors be deemed essential for a projects works and completion. Senior management will vet and verify the credentials and viability of an new sub-contractor before inviting them to participate in a SmartCorp project.
  - ✓ **Commencement of Engineering or Projects:** signing off for the commencement and co-operation on a SmartCorp project's contract is always crucial. There are provisions for reimbursement and compensation for certain delays. Contractors reserve their right to such provisions during the course of the project and SmartCorp acknowledges those rights.
4. SmartCorp will outline and document with our client our findings on certain risk factors before a project commences. We let our client be aware of any risk and SmartCorp will always review the whole engineering or project from all perspectives, including risk. We



also document and we may put into action any constructive feedback and/or ideas from the client who may help facilitate or provide good alternative to overcome possible risk.

**More Information:**

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For more information on our contingency plan or for full versions of documents relating to the full strategic contingency plan, please contact management on the phone number or email provided in this document.

**Daniel Bernath**

Director