Tasks and Frequencies Annexure

Service Package – Marine Infrastructure

Asset / task	Location / asset group	Frequency	Notes
Annual detailed pontoon, gangway and catwalk inspection and maintenance	Marine assets	Annually and as required	Complete detailed annual condition inspection and undertake routine maintenance and minor repairs identified within the routine-services scope.
Public marine asset visual inspection and make-safe maintenance	Pontoons, gangways, ramps and handrails	Weekly, after weather events and as required	Check public safety, access, signage, safety markings and presentation. Make safe and complete routine corrective maintenance for identified issues.
Tourism-vessel pontoon wash-down and presentation maintenance	Tourism-vessel pontoons	Monthly and as required	Maintain clean public and commercial presentation; complete routine spot cleaning and minor presentation maintenance.
Pontoon top-deck marine-grade paint program	Tourism-vessel pontoons	Annually and as required	Complete annual paint spot-treatment program and treat identified minor coating deterioration.

Painted-surface inspection, maintenance and repairs	All in-scope painted and protective-coated surfaces, including walls, ceilings, doors, handrails, balustrades, steelwork, timber elements, bollards, marine structures, plant rooms, line marking and public-domain assets	Quarterly, after severe weather or impact damage, and as required	Inspect for peeling, flaking, blistering, cracking, fading, staining, graffiti damage, corrosion, rust bleed, impact damage and other coating deterioration. Clean and complete minor preparation, touch-up painting, corrosion treatment and routine repairs within scope. Match existing approved colours, gloss levels, textures and finishes. Record significant defects in the CMMS, including photographs and recommended corrective action. Make safe and promptly report any coating failure that creates a corrosion, safety, public-presentation or asset-protection risk.
Dock-specific structural and public-safety inspection and maintenance	Docks 1–3, gangways, ramps, handrails, decking, ladders, fenders and crossover areas	Fortnightly, after major weather events and as required	Check grating, stanchions, decking, ladders, handrails, trip hazards and visible corrosion. Complete routine cleaning, tightening, lubrication, adjustment and minor repairs; make safe and raise corrective work orders for major defects.
Nightrider, chain, shackle, pin and split-pin inspection and maintenance	Docks 1–3 and associated marine connections	Fortnightly, after storm or high-wind events and as required	Check security, wear, corrosion, movement and missing components. Clean, lubricate, tighten and replace minor consumable components where required; record condition and escalate major replacement needs.

Pontoon trim, ballast and freeboard assessment	Docks 1–3 pontoons	Monthly, after storm or impact event and as required	Check listing, ballast levels and changes in freeboard. Arrange routine pump-out where required and raise defects where checks are outside allowable limits.
Pontoon compartment water-ingress inspection and maintenance	Docks 1–3 pontoons	Quarterly and as required where freeboards, heel or trim are outside limits	Inspect compartments, arrange pump-out where required, maintain seals and minor fittings where within routine scope, and raise defects for leaks or repeated water ingress.
Marine fastener and mounting integrity inspection and maintenance	Gangway mounts, brackets, bolts, base plates, pillow blocks, handrails and crossovers	Monthly and as required	Check fasteners, structural mounts, movement, corrosion, wear and damage; include torque verification where appropriate. Tighten, clean, lubricate, treat corrosion and replace minor components where within routine scope. Escalate structural or major replacements.
Corrosion wash-down, treatment and touch-up program	Marine steelwork, handrails, decks, gangways and pontoon fittings	Monthly inspection; quarterly treatment program; and as required	Maintain corrosion map and complete wash-down, early treatment and spot coating.

Gangway alignment, roller and guide inspection and maintenance	Gangways, rollers, guide rails and ramps	Monthly and as required	Check alignment, roller condition, travel, guides, ramp interface and mount integrity. Clean, lubricate, adjust, tighten and complete minor repairs where required; raise corrective work orders for repairs beyond routine maintenance.
Marine electrical outlet and enclosure inspection and maintenance	Dock power points, shore-power enclosures, distribution boards, cable trays and outdoor fittings	Monthly, post-rain inspection and as required	Check covers, plugs, water ingress, corrosion, cable fastenings, damaged enclosures and electrical safety defects. Complete routine cleaning and maintenance only where performed by appropriately qualified personnel; isolate, make safe and escalate defects requiring electrical repair. Undertake statutory inspections and testing as required.
Crane and lifting equipment inspection and maintenance	In-scope gangway hoists, jibs and davits	Quarterly and as required	Check fasteners, structural mounts, functionality, corrosion, wear and damage. Tighten, clean, lubricate, treat corrosion and replace minor components in accordance with manufacturer recommendations. Undertake statutory inspections as required.
Fire equipment inspection and maintenance	In-scope fire equipment	Monthly and as required	Check condition, mountings, deterioration, corrosion, damage, signage and accessibility. Maintain, inspect and test in accordance with statutory requirements.

Marine pipework and outlet inspection, cleaning and pigging	In-scope marine pipework, supports, outlets and associated access points	Bi-annually and as required	Inspect for debris, sediment, biological build-up, corrosion, leaks and impaired flow. Pig pipes using suitable equipment, remove and lawfully dispose of discharged material, and record observations and defects in the CMMS.
Cyclone readiness and post-event inspection and maintenance	Marine assets	Pre-wet season, on cyclone warning, post-event and as required	Complete connection checks, loose-item controls, water-ingress monitoring, structural inspection, make-safe works and routine post-event maintenance.

Note: Every planned task is a check-and-maintain obligation. The Contractor must complete routine maintenance and minor repairs identified during the task, including cleaning, lubrication, adjustment, tightening, minor consumable replacement, corrosion treatment and like-for-like minor repairs. Where an issue is outside routine scope, the Contractor must make the asset safe, record and photograph the defect, assign an appropriate priority, and link it to a corrective work order with a defined rectification pathway and target completion date. Major repairs, structural works, specialist certification, major component replacement and capital renewal are to be undertaken only in accordance with the Contract's approved Schedule of Rates or quotation process, except for emergency make-safe works.