

Schedule 2 – Review Procedures

1 SUBMISSION AND REVIEW

1.1 Submission

- (a) The Operator must submit the documents listed in the Document Submission Schedule set out in Attachment 1 to this Schedule 2 (**Submitted Documents**) to the State for review or approval in accordance with this Schedule 2, the Document Submission Schedule set out in Attachment 1 to this Schedule 2, Schedule 7 (Pre-Operational Services Specification), Schedule 8 (Services Specification) and the terms of this Agreement.
- (b) With each Submitted Document, the Operator must provide:
 - (i) details of the Submitted Document, its nature and the relevant Clause or Schedule of this Agreement in accordance with which it is submitted for review; and
 - (ii) any other information required in accordance with this Agreement or otherwise necessary for the review of the Submitted Document in accordance with this Schedule 2.

1.2 Review

- (a) The State must review the Submitted Document submitted in accordance with Section 1.1 of this Schedule 2 in a timely manner and provide any comments in writing to the Operator in accordance with this Schedule 2 and this Agreement within the Review Period.
- (b) For the purpose of this Schedule 2, “**Review Period**” means 15 Business Days from the day that the Submitted Document is submitted to the State for review, unless this Agreement expressly states a different time period.

2 FURTHER INFORMATION

Without limiting Clause 1.6 of this Agreement, the Operator must as soon as possible upon request by the State:

- (a) submit any further information, data or documents;
- (b) make available appropriately qualified personnel;
- (c) provide access to the Operator’s books, records and systems; and
- (d) allow the State to review and undertake audits to enable it to verify compliance with this Section 2 of this Schedule 2 in respect of information provided,

that the State reasonably requires in order to review the Submitted Document and respond in accordance with this Schedule 2.

3 REVIEW IN STAGES

- (a) If Submitted Documents are to be reviewed in stages, each stage must be submitted for review and the review completed in accordance with this Schedule 2 before any subsequent stage may be submitted for review.
- (b) If, for any reason, any stage is reviewed out of sequence as a consequence of any act or omission of the Operator, the State will be entitled to further review or complete a new review of those stages of the Submitted Documents that have already been reviewed in accordance with this Schedule 2.

4 COMMENTS ON SUBMITTED DOCUMENT

4.1 Comments or no comments

The State may return a Submitted Document to the Operator with or without comment. If the State has no comments on a Submitted Document, the State may mark that document with the statement “No comment”.

4.2 Failure to comment

Except in the case of the Submitted Documents described in Section 7.4 of this Schedule 2, if the State fails to comment on or respond to any Submitted Document within the Review Period, then the State will be deemed to have returned the Submitted Document to the Operator with "No comment".

4.3 Response to Submitted Document

The State may provide comments in connection with a Submitted Document or approve or reject a Submitted Document in accordance with Section 5 of this Schedule 2.

4.4 Substantiate rejection or comments

If the State provides the Operator with comments in connection with the Submitted Document or rejects the Submitted Document in accordance with Section 5 of this Schedule 2, the State must provide sufficient detail to the Operator to substantiate those comments or that rejection.

5 GROUNDS ON WHICH STATE MAY COMMENT OR REJECT

The State may provide comments in connection with, or reject, a Submitted Document if:

- (a) the Submitted Document:
 - (i) is incomplete or inaccurate, of poor quality, is ambiguous or unclear or otherwise is not in a condition to allow the State to adequately review it;
 - (ii) does not comply with the relevant Laws, Authorisations or Quality Standards; or
 - (iii) is otherwise not in accordance with, or is not submitted in accordance with, the requirements of the State Project Documents (including that the Operator will not satisfy the FFP Warranty or comply with the Service Specifications); or
- (b) the State is of the view, acting reasonably, that the implementation of the Submitted Document or proceeding on the basis of the Submitted Document would:
 - (i) affect any right of the State in accordance with a State Project Document, the State's ability to perform its obligations under a State Project Document or any of its statutory functions or its ability to enforce any such right;
 - (ii) confer an obligation on the State that is not expressly stated in the Agreement;
 - (iii) not allow the Operator to comply with its obligations in accordance with the State Project Documents (including the FFP Warranty);
 - (iv) likely result in an increase to the State's Liabilities or contingent Liabilities in respect of the Project;
 - (v) adversely affect Project Co's ability to deliver its obligations under the Project Agreement,

unless:

- (c) the Submitted Document is the Business Plan, the Budget (whether submitted alone or as part of the Operator Business Plan) or the MYR Budget;
- (d) the Submitted Document is a Key User Agreement, Venue Partner Agreement or Hirer Agreement or the template hirer agreement submitted under Clause 19.3(a);
- (e) the Submitted Document is the Plan called the Event Specific Management Plan; or
- (f) the Submitted Document is the Plan called the Risk Management Plan, insofar as that Plan relates to dangerous activities,

in which case the State acting reasonably may also provide comments in connection with, or reject, the Submitted Document on grounds other than those outlined in this Section 5 of this Schedule 2. In respect of a Submitted Document described in paragraph (d), the relevant

Clause of Clause 19.2, Clause 19.3 and Clause 19.4 also applies to the review of that Submitted Document.

6 DOCUMENT MANAGEMENT

6.1 Copies of Submitted Documents

- (a) Unless otherwise stated in this Agreement, the Operator must provide:
- (i) 3 original paper copies;
 - (ii) 1 electronic version in .pdf format; and
 - (iii) 1 electronic version in original format (in accordance with Section 6.1(b) of this Schedule 2),
- of each Submitted Document to the State for review in accordance with this Schedule.
- (b) An electronic copy of a Submitted Document must be an electronic copy of that document in the format of the software in which the document was originally created that has been configured to allow the person to whom the electronic copy is provided to access and amend the information contained therein in the same manner as could the original creator(s) of that document.

6.2 Register of Submitted Documents

The Operator must compile and maintain a register of the date of submission and content of each Submitted Document and must regularly update that register to record:

- (a) a unique identifier number or code for each Submitted Document including any responses or comments;
- (b) each Submitted Document to which it receives a response or comment from the State, including a copy of that response or comment; and
- (c) each Submitted Document to which it receives no response or comment or is deemed not to receive any response or comment in accordance with Section 4.1 or 4.2 of this Schedule 2 (as applicable).

6.3 Information Management

- (a) The Operator must unify, align and coordinate the form of Submitted Documents to ensure a seamless review and storage and must ensure a single point of search, indexing and referencing is available, including the consistent use of common forms for similar disciplines, services or functions, common filing and referencing and consistent use of keywords, searching and meta data (where appropriate).
- (b) The Operator must ensure all Submitted Documents are fully compatible with the State's document management system.

7 COMPLIANCE WITH SUBMITTED DOCUMENTS

7.1 Rejected or commented on Submitted Document

Subject to Section 7.2 of this Schedule 2, if the State comments on or rejects a Submitted Document in accordance with Section 5 of this Schedule 2, the Operator must:

- (a) amend the Submitted Document in accordance with the comments of the State to the extent necessary to ensure that the Submitted Document meets the requirements of this Agreement; and
- (b) resubmit the revised Submitted Document to the State within 5 Business Days of receipt of the comments,

and the provisions of Sections 1 to 6 of this Schedule 2 will reapply to the amended document until such time as the Submitted Document is returned to the Operator without any comment, is approved by the State, or is deemed to have been returned with "No comment" in accordance with Section 4.2 of this Schedule 2.

7.2 Disputed amendments

- (a) If the Operator does not agree that any amendments requested by the State to a Submitted Document are required, the Operator and the State must meet within a reasonable time to try to resolve the difference of opinion in good faith.

- (b) Except if the Submitted Document is a Key User Agreement, a Venue Partner Agreement, a Hirer Agreement, the template hirer agreement, the Plan called the Event Specific Management Plan or the Plan called the Risk Management Plan in respect of dangerous activities listed within that Plan, if following good faith negotiations, the Operator still disputes that any amendments are required to the Submitted Document, the Operator may refer the matter for determination in accordance with Clause 34 of this Agreement. If the dispute is determined in favour of the State, then the provisions of Section 7.1 of this Schedule 2 will reapply following determination of the dispute.
- (c) If, following good faith negotiations, in respect of a Key User Agreement, a Venue Partner Agreement, a Hirer Agreement, the template hirer agreement, the Plan called the Event Specific Management Plan or the Plan called the Risk Management Plan in respect of dangerous activities listed within that Plan, the parties are unable to resolve the amendments, the State may direct the Operator to make an amendment. Clause 19.3(f) and Clause 19.4(f) of this Agreement apply in respect of a direction given on a Venue Partner Agreement or a Hirer Agreement.

7.3 Submitted Document with “No Comment”

If the State returns a Submitted Document to the Operator:

- (a) without any comment or which is deemed to have been returned with “No comment” in accordance with Section 4.2 of this Schedule 2;
- (b) with the statement “No comment”; or
- (c) which is determined in accordance with Section 7.2 of this Schedule 2 not to require any further amendment,

then:

- (d) the Operator must deliver the Services in accordance with the Submitted Document and otherwise in accordance with this Agreement;
- (e) subject to Sections 7.3(f) and 7.3(g) of this Schedule 2, the Operator may depart from that document where it is necessary to do so to comply with this Agreement;
- (f) if the Operator wishes to depart from that document, then:
 - (i) it may do so subject to giving the State prior written notice of this intention, together with an updated version of the Submitted Document incorporating all or any changes proposed; and
 - (ii) the provisions of Sections 1 to 6 of this Schedule 2 will apply again to such re-submission; and
- (g) if the Operator becomes aware that the requirements of the Submitted Document conflict with this Agreement, the Operator must notify the State.

7.4 Submitted Documents to be “Approved”

For the purposes of Clauses 11.1, 14, 15 and 19.2(c) of this Agreement and subject to Clauses 1.3(f), 1.3(g) and 4.6 of this Agreement, if the State returns the Submitted Document to the Operator with the statement “Approved”, or if the Submitted Document is determined in accordance with Section 7.2 of this Schedule 3 not to require any further amendment this will constitute approval of the Submitted Document for the purposes of this Agreement and Sections 7.3(d) to 7.3(g) of this Schedule 3 apply.

Attachment 1 – Document Submission Schedule

In addition to the documents set out in the table below, Submitted Documents include any document in respect of which the Agreement specifically states must be submitted for review or approval (or both) in accordance with this Schedule 2.

ID	Document Number	Document Title	Due Date	Update Frequency
Operator Agreement				
1	VLMS-SCON-XXX-XXXX	Key Subcontracts	In accordance with Clause 5.8(a) of this Agreement	In accordance with Clause 5.8(b) of this Agreement
2	VLMS-PLN-XXX-XXXX	Operator Business Plan	Six Months before the Date of Commercial Acceptance	By 1 April in each year of the Initial Term and Further Term (other than the last year of the Further Term)
3	VLMS-PLN-XXX-XXXX	MYR Budget	By 1 December in each Financial Year of the Initial Term and the Further Term	In accordance with this Agreement
4	VLMS-AGMT-XXX-XXXX	Draft template hirer agreement	Within 90 days of the date of this Agreement	In accordance with this Agreement
5	VLMS-AGMT-XXX-XXXX	Review of User Agreements	In accordance with Clause 19.2(c) of this Agreement	In accordance with this Agreement
6	VLMS-AGMT-XXX-XXXX	Review of a Hirer Agreement at the State's request	In accordance with Clause 19.3(f) of this Agreement	See Due Date
7	VLMS-INS-XXX-XXXX	Evidences of Insurance	In accordance with Clause 27.5 of this Agreement	In accordance with this Agreement
Schedule 7 (Pre-Operational Services Specifications)				
8	VLMS-DES-XXX-XXXX	Final Design	In accordance with Section B.4.3(c) of Schedule 7 (Pre-Operational Services Specifications)	See Due Date
9	VLMS-REP-XXX-XXXX	Operator Systems completion report	In accordance with Section B.4.3(e) of Schedule 7 (Pre-Operational Services Specifications)	See Due Date
10	VLMS-PLN-XXX-XXXX	Monthly Pre-Operational Services Plan	Within 7 business days of the commencement of each month - first plan is due for the month of July 2016	Monthly during pre-operational phase
11	VLMS-REP-XXX-XXXX	Monthly Pre-Operational Performance Report	Within 7 business days of the commencement of each month - first report is due in August 2016.	Monthly during pre-operational phase
12	VLMS-REP-XXX-XXXX	Pre-Operational Annual Report (subject to F.4 of Schedule 8)	31 March 2017 (First Draft) 31 May 2017 (Final Draft) 31 August (Final Report)	See Due Date
13	VLMS-PLN-XXX-XXXX	Key User Engagement Plan	By the Effective Date	31 March 2017
14	VLMS-PLN-XXX-XXXX	ICT Deployment and Integration Pre-Operational Plan	By the Effective Date	31 March 2017
15	VLMS-REP-XXX-XXXX	ICT Deployment Completion Notice and Report	On Completion	As required
16	VLMS-PLN-XXX-XXXX	Pre-Operational Procurement Management Plan	By the Effective Date	31 March 2017
17	VLMS-PLN-XXX-XXXX	State Operational Commissioning Plan	First draft 8 Months prior to the Date for Technical Completion Final draft 3 months prior to the Date for	See Due Date

ID	Document Number	Document Title	Due Date	Update Frequency
			Technical Completion	
18	VLMS-PLN-XXX-XXXX	Design Management Plan	By the Effective Date	31 March 2017
Schedule 8 (Services Specifications)				
19	VLMS-PLN-XXX-XXXX	Precinct Partner communications sub plan	In accordance with Section B.1.3(h) of Schedule 8 (Services Specifications)	In accordance with Section B.1.3(h) of Schedule 8 (Services Specifications)
20	Operations Manual	Operations Manual	12 Months prior to Operational Commencement Date (Draft) 6 Months prior to Operational Commencement Date (Final Draft) 2 Months prior to Operational Commencement Date (Final Version)	Annually no later than 3 months prior to the end of each Operating Year.
21	VLMS-PLN-XXX-XXXX	Event Procurement Plan	12 Months prior to Operational Commencement Date (Draft) 6 Months prior to Operational Commencement Date (Final Draft) 2 Months prior to Operational Commencement Date (Final Version)	Annually no later than 3 months prior to the end of each Operating Year
22	VLMS-PLN-XXX-XXXX	Event Management Plan	12 Months prior to Operational Commencement Date (Draft) 6 Months prior to Operational Commencement Date (Final Draft) 2 Months prior to Operational Commencement Date (Final Version)	Annually no later than 3 months prior to the end of each Operating Year
23	VLMS-PLN-XXX-XXXX	Key Management Plan	12 Months prior to Operational Commencement Date (Draft) 6 Months prior to Operational Commencement Date (Final Draft) 2 Months prior to Operational Commencement Date (Final Version)	Annually no later than 3 months prior to the end of each Operating Year
24	VLMS-PLN-XXX-XXXX	Asset Cleaning Plan	12 Months prior to Operational Commencement Date (Draft) 6 Months prior to Operational Commencement Date (Final Draft) 2 Months prior to Operational Commencement Date (Final Version)	Annually no later than 3 months prior to the end of each Operating Year
25	VLMS-PLN-XXX-XXXX	Waste Management Plan	12 Months prior to Operational Commencement Date (Draft) 6 Months prior to Operational Commencement Date (Final Draft) 2 Months prior to Operational Commencement Date (Final Version)	Annually no later than 3 months prior to the end of each Operating Year
26	VLMS-PLN-XXX-XXXX	Safety Management Plan	12 Months prior to Operational Commencement Date (Draft) 6 Months prior to Operational Commencement Date (Final Draft) 2 Months prior to Operational Commencement Date (Final Version)	Annually no later than 3 months prior to the end of each Operating Year
27	VLMS-PLN-XXX-XXXX	Parking and Traffic Management Plan	12 Months prior to Operational Commencement Date (Draft) 6 Months prior to Operational Commencement Date (Final Draft) 2 Months prior to Operational Commencement Date (Final Version)	Annually no later than 3 months prior to the end of each Operating Year
28	VLMS-PLN-XXX-XXXX	Procurement Management Plan	12 Months prior to Operational Commencement Date (Draft) 6 Months prior to Operational	Annually no later than 3 months prior to the end of each

ID	Document Number	Document Title	Due Date	Update Frequency
			Commencement Date (Final Draft) 2 Months prior to Operational Commencement Date (Final Version)	Operating Year
29	VLMS-PLN-XXX-XXXX	Communications and Marketing Plan	12 Months prior to Operational Commencement Date (Draft) 6 Months prior to Operational Commencement Date (Final Draft) 2 Months prior to Operational Commencement Date (Final Version)	Annually no later than 3 months prior to the end of each Operating Year
30	VLMS-PLN-XXX-XXXX	Precinct Activation Plan	12 Months prior to Operational Commencement Date (Draft) 6 Months prior to Operational Commencement Date (Final Draft) 2 Months prior to Operational Commencement Date (Final Version)	Annually no later than 3 months prior to the end of each Operating Year
31	VLMS-PLN-XXX-XXXX	Commercial Partner Management Plan	12 Months prior to Operational Commencement Date (Draft) 6 Months prior to Operational Commencement Date (Final Draft) 2 Months prior to Operational Commencement Date (Final Version)	Annually no later than 3 months prior to the end of each Operating Year
32	VLMS-PLN-XXX-XXXX	Content Management Plan	12 Months prior to Operational Commencement Date (Draft) 6 Months prior to Operational Commencement Date (Final Draft) 2 Months prior to Operational Commencement Date (Final Version)	Annually no later than 3 months prior to the end of each Operating Year
33	VLMS-PLN-XXX-XXXX	Signage Management Plan	12 Months prior to Operational Commencement Date (Draft) 6 Months prior to Operational Commencement Date (Final Draft) 2 Months prior to Operational Commencement Date (Final Version)	Annually no later than 3 months prior to the end of each Operating Year
34	VLMS-PLN-XXX-XXXX	Technology Management Plan	12 Months prior to Operational Commencement Date (Draft) 6 Months prior to Operational Commencement Date (Final Draft) 2 Months prior to Operational Commencement Date (Final Version)	Annually no later than 3 months prior to the end of each Operating Year
35	VLMS-PLN-XXX-XXXX	Catering Management Plan	12 Months prior to Operational Commencement Date (Draft) 6 Months prior to Operational Commencement Date (Final Draft) 2 Months prior to Operational Commencement Date (Final Version)	Annually no later than 3 months prior to the end of each Operating Year
36	VLMS-PLN-XXX-XXXX	Retail Management Plan	12 Months prior to Operational Commencement Date (Draft) 6 Months prior to Operational Commencement Date (Final Draft) 2 Months prior to Operational Commencement Date (Final Version)	Annually no later than 3 months prior to the end of each Operating Year
37	VLMS-PLN-XXX-XXXX	Tourism Promotion Plan	12 Months prior to Operational Commencement Date (Draft) 6 Months prior to Operational Commencement Date (Final Draft) 2 Months prior to Operational Commencement Date (Final Version)	Annually no later than 3 months prior to the end of each Operating Year
38	VLMS-PLN-XXX-XXXX	Maintenance Plan	12 Months prior to Operational Commencement Date (Draft) 6 Months prior to Operational Commencement Date (Final Draft)	Annually no later than 3 months prior to the end of each Operating Year

ID	Document Number	Document Title	Due Date	Update Frequency
			2 Months prior to Operational Commencement Date (Final Version)	
39	VLMS-PLN-XXX-XXXX	Scheduling Plan	12 Months prior to Operational Commencement Date (Draft) 6 Months prior to Operational Commencement Date (Final Draft) 2 Months prior to Operational Commencement Date (Final Version)	Annually no later than 3 months prior to the end of each Operating Year
40	VLMS-PLN-XXX-XXXX	Ticketing Management Plan	12 Months prior to Operational Commencement Date (Draft) 6 Months prior to Operational Commencement Date (Final Draft) 2 Months prior to Operational Commencement Date (Final Version)	Annually no later than 3 months prior to the end of each Operating Year
41	VLMS-PLN-XXX-XXXX	Operator Facility Services Management Plan	12 Months prior to Operational Commencement Date (Draft) 6 Months prior to Operational Commencement Date (Final Draft) 2 Months prior to Operational Commencement Date (Final Version)	Annually no later than 3 months prior to the end of each Operating Year
42	VLMS-PLN-XXX-XXXX	Event Specific Management Plan	12 Months prior to Operational Commencement Date (Draft) 6 Months prior to Operational Commencement Date (Final Draft) 2 Months prior to Operational Commencement Date (Final Version)	10 Business Days prior to each Event
43	VLMS-REP-XXX-XXXX	Technical Specifications Manual	12 Months prior to Operational Commencement Date (Draft) 6 Months prior to Operational Commencement Date (Final Draft) 2 Months prior to Operational Commencement Date (Final Version)	Annually no later than 3 months prior to the end of each Operating Year
44	VLMS-PLN-XXX-XXXX	Emergency Management Plan	12 Months prior to Operational Commencement Date (Draft) 6 Months prior to Operational Commencement Date (Final Draft) 2 Months prior to Operational Commencement Date (Final Version)	Annually no later than 3 months prior to the end of each Operating Year
45	VLMS-PLN-XXX-XXXX	Management and Integration Services Plan	12 Months prior to Operational Commencement Date (Draft) 6 Months prior to Operational Commencement Date (Final Draft) 2 Months prior to Operational Commencement Date (Final Version)	Annually no later than 3 months prior to the end of each Operating Year
46	VLMS-PLN-XXX-XXXX	Noise Management Plan	12 Months prior to Operational Commencement Date (Draft) 6 Months prior to Operational Commencement Date (Final Draft) 2 Months prior to Operational Commencement Date (Final Version)	Annually no later than 3 months prior to the end of each Operating Year
47	VLMS-PLN-XXX-XXXX	ICT Deployment and Integration Plan	12 Months prior to Operational Commencement Date (Draft) 6 Months prior to Operational Commencement Date (Final Draft) 2 Months prior to Operational Commencement Date (Final Version)	Annually no later than 3 months prior to the end of each Operating Year
48	VLMS-PLN-XXX-XXXX	Risk Management Plan	12 Months prior to Operational Commencement Date (Draft) 6 Months prior to Operational Commencement Date (Final Draft)	Annually no later than 3 months prior to the end of each Operating Year

ID	Document Number	Document Title	Due Date	Update Frequency
			2 Months prior to Operational Commencement Date (Final Version)	
49	VLMS-PLN-XXX-XXXX	Business Continuity Plan	12 Months prior to Operational Commencement Date (Draft) 6 Months prior to Operational Commencement Date (Final Draft) 2 Months prior to Operational Commencement Date (Final Version)	Annually no later than 3 months prior to the end of each Operating Year
50	VLMS-PLN-XXX-XXXX	Disaster Recovery Plan	12 Months prior to Operational Commencement Date (Draft) 6 Months prior to Operational Commencement Date (Final Draft) 2 Months prior to Operational Commencement Date (Final Version)	Annually no later than 3 months prior to the end of each Operating Year
51	VLMS-PLN-XXX-XXXX	Operator Induction and Training Program	12 Months prior to Operational Commencement Date (Draft) 6 Months prior to Operational Commencement Date (Final Draft) 2 Months prior to Operational Commencement Date (Final Version)	Annually no later than 3 months prior to the end of each Operating Year
52	VLMS-PLN-XXX-XXXX	Services Training and Induction Program	12 Months prior to Operational Commencement Date (Draft) 6 Months prior to Operational Commencement Date (Final Draft) 2 Months prior to Operational Commencement Date (Final Version)	Annually no later than 3 months prior to the end of each Operating Year
53	VLMS-PLN-XXX-XXXX	Indigenous Recognition and Engagement Plan	12 Months prior to Operational Commencement Date (Draft) 6 Months prior to Operational Commencement Date (Final Draft) 2 Months prior to Operational Commencement Date (Final Version)	Annually no later than 3 months prior to the end of each Operating Year
54	VLMS-PLN-XXX-XXXX	Operational Environmental Management Plan	12 Months prior to Operational Commencement Date (Draft) 6 Months prior to Operational Commencement Date (Final Draft) 2 Months prior to Operational Commencement Date (Final Version)	Annually no later than 3 months prior to the end of each Operating Year
55	VLMS-PLN-XXX-XXXX	Customer Service Management Plan	12 Months prior to Operational Commencement Date (Draft) 6 Months prior to Operational Commencement Date (Final Draft) 2 Months prior to Operational Commencement Date (Final Version)	Annually no later than 3 months prior to the end of each Operating Year
56	VLMS-PLN-XXX-XXXX	Performance Monitoring Program	12 Months prior to Operational Commencement Date (Draft) 6 Months prior to Operational Commencement Date (Final Draft) 2 Months prior to Operational Commencement Date (Final Version)	Annually no later than 3 months prior to the end of each Operating Year
57	VLMS-REP-XXX-XXXX	Annual Performance Report	12 Months prior to Operational Commencement Date (Draft) 6 Months prior to Operational Commencement Date (Final Draft) 2 Months prior to Operational Commencement Date (Final Version)	Annually no later than 3 months prior to the end of each Operating Year
58	VLMS-REP-XXX-XXXX	Monthly Performance Report;	6 Months Prior to Operational Commencement Date (Draft) 2 Months Prior to Operational Commencement Date (Final Draft)	Monthly during Operating Phase

ID	Document Number	Document Title	Due Date	Update Frequency
59	VLMS-REP-XXX-XXXX	Weekly Performance Report	6 Months Prior to Operational Commencement Date (Draft) 2 Months Prior to Operational Commencement Date (Final Draft)	Weekly during Operating Phase
60	VLMS-PLN-XXX-XXXX	Monthly Services Plan	Operational Commencement Date	Monthly during Operating Phase
61	VLMS-PLN-XXX-XXXX	Handover Package	12 Months prior to Operational Commencement Date (Draft) 6 Months prior to Operational Commencement Date (Final Draft) 2 Months prior to Operational Commencement Date (Final Version)	Following the preparation of the first Handover Package provided to the State in accordance with Schedule 8, the Operator will only need to update it on an annual basis where content has changed or is no longer relevant
62	VLMS-REP-XXX-XXXX	Annual Report;	12 Months prior to Operational Commencement Date (Draft) 6 Months prior to Operational Commencement Date (Final Draft) 2 Months prior to Operational Commencement Date (Final Version)	Annually no later than 3 months prior to the end of each Operating Year.