



## Construction, repair, and maintenance work in a low-level certified facility

This fact sheet aims to clarify what level of notification and advance warning is required for low-level (PC1 and PC2, excluding PC2 Large Scale) certified facilities that undergo maintenance work. **Any risk to GMO containment must be managed by the certification holder at all times.** Please review the [Decision Tree](#) to help determine where your proposed work fits and see the examples below.

### What types/levels of notification are there?

#### No notification required for internal work

- For internal and low risk work where the area can be isolated
- Internal work does not disrupt external boundaries of the facility
- No notification or advance warning to OGTR

#### Minor Works Notification

- Less than 1m<sup>2</sup> breach in external boundaries (external walls, flooring, or ceiling); and
- Work must be complete within 12 hrs to 3 days
- Must notify OGTR via the [form](#) one working day in advance

#### Facility suspension or variation to remove affected area

- For extensive work
- Work that will take longer than three days to complete
- Must apply for variation and/or suspension via the [form](#)

### Required actions and examples for each level of notification

No OGTR notification required (Internal Work)	Minor Works Notification	Suspension and or Variation Application required
<p>Required actions</p> <ul style="list-style-type: none"> <li>• Notify affected staff to avoid dealings with GMOs in that area</li> <li>• Decontaminate affected area</li> <li>• Remove GMOs from affected area or store appropriately</li> <li>• Inspect once work is complete</li> <li>• GMO dealings may re-commence if facility compliance is determined through inspection</li> </ul>	<p>Required actions*</p> <ul style="list-style-type: none"> <li>• Notify affected staff to avoid dealings with GMOs in that area</li> <li>• Isolate affected area</li> <li>• Decontaminate affected area</li> <li>• Remove GMOs from affected area or store appropriately</li> <li>• Submit <a href="#">form</a> at least one working day before works commence</li> <li>• Work must be complete within 3 days</li> </ul>	<p>Required actions*</p> <ul style="list-style-type: none"> <li>• Advise staff that GMO dealings cannot be done               <ul style="list-style-type: none"> <li>○ suspension - the entire facility</li> <li>○ variation - the affected area</li> </ul> </li> <li>• Decontaminate               <ul style="list-style-type: none"> <li>○ facility for suspension</li> <li>○ area to be removed for a variation</li> </ul> </li> <li>• Remove, store, or destroy GMOs</li> <li>• Submit <a href="#">form</a></li> </ul>

	<ul style="list-style-type: none"> <li>• Inspect for facility compliance once work is complete</li> <li>• Submit <a href="#">form</a>, GMO dealings may resume in area once the form is submitted</li> </ul>	<ul style="list-style-type: none"> <li>○ Up to three working days processing for suspension (if urgent contact OGTR)</li> <li>○ Up to 90 days processing for variation (is usually completed more quickly; however, if urgent contact OGTR)</li> <li>• Inspect once work is complete</li> <li>• Determine facility compliance with relevant <a href="#">Guidelines</a></li> <li>• Submit <a href="#">form</a> <ul style="list-style-type: none"> <li>○ Up to three working days processing for suspension lift</li> <li>○ Up to 90 days processing for variation. Need to submit up to date floor plan for variation.</li> </ul> </li> </ul> <p>*Note that this list is not exhaustive, for the full list of OGTR requirements please review the relevant <a href="#">Guidelines</a> and details in the <a href="#">form</a>.</p>
<p><b>Examples of Internal Work:</b></p> <ul style="list-style-type: none"> <li>• Small electrical works such as the installation or replacement of: <ul style="list-style-type: none"> <li>○ Power points, data points, light switches</li> <li>○ Light fittings, light bulbs, emergency lighting,</li> <li>○ Gas sensors, security sensors, cameras</li> </ul> </li> <li>• Painting</li> <li>• Patching small holes in internal walls</li> <li>• Replacement of a window pane (less than 1m<sup>2</sup> and 12 hours)</li> </ul>	<p><b>Examples of work suitable for a Minor Works Notification:</b></p> <ul style="list-style-type: none"> <li>• Cutting holes in <u>external</u> walls that will be <u>sealed in less than 3 days</u> (e.g. installing AC units)</li> <li>• Small flooring repairs (e.g. replacing single vinyl tiles)</li> <li>• Small window repairs</li> </ul>	<p><b>Examples of work suitable for a Suspension and or Variation application:</b></p> <ul style="list-style-type: none"> <li>• Adding or removing rooms</li> <li>• Extensive plumbing work that will involve cutting large holes in ceilings, walls and or floors</li> <li>• Replacing flooring</li> <li>• Replacing windows and window frames throughout a facility</li> </ul>