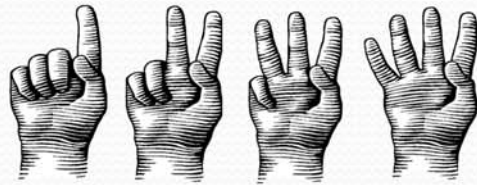


In this session

- Project process (acquisition to handover)
- Suppliers
- The site building process
 - Technical Site Survey
 - Safety manuals & risk analysis
 - Start-up at site
 - Supervision, monitoring and instruction of work on site
- Clearance of snags
- Acceptance
 - Internal site acceptance
 - Provisional acceptance
 - Final acceptance





Project process

A brief description of the entire process undertaken from the first stages to the completion of a GSM site.

- Radio planning
- Site acquisition
- Survey, design and permits
- Civil works
- Telecom installation
- Site on air
- Preliminary acceptance
- Final acceptance
- Maintenance





Technical Site Survey

Requirement for a TSS

- Required to have on site the customer, owner and contractor
- To collect all necessary information regarding the location
(Hotels, distance to city, availability of internet, public transport, GSM coverage)
- To take all required tools to perform the TSS such as:
(GPS, compass, camera, levelling machine, measuring tape, pegs, mallet.)
- To accept or reject the site and get signature from all involved
- To make all necessary sketches in order to complete the site design
- To collect all information in order to generate an accurate cost estimate
- To take pictures of all surrounding area or existing structures
- To identify if area has history of flooding
- To understand and report what is the type of soil at the tower location



Technical Site Survey

- What is a Technical Site Survey? (TSS)
- Requirements for a TSS
- Site Supervisor responsibilities during TSS
- Expected outcome once a TSS is complete
→ Handover
- Typical pitfalls to avoid



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Supervision, monitoring and instruction of work on site

What is proper supervision?

THE ABILITY.....

- for an individual to complete a project according to an approved design, within the estimated cost and according to an agreed timeframe.



- for a site supervisor to build the site as it was his own.

- of keeping the work ongoing in a constant motion, according to safety standards and local procedures



- of always having an answer for questions that might come from his project directors or customer

- to keep accurate record of activities and to plan upcoming once



- to get all he needs, in the desired time from his subordinates, contractors, managers and customer in order to complete the site in time.

- to say YES, this is how it should be done

- to say NO, this must be broken and redone at once





Supervision, monitoring and instruction of work on site

Accurate reporting

- Only rely on yourself when sending information to the office
- Nothing for granted, tower height 15m today does not mean 20m tomorrow
- Never send the wrong information to office
- Ask always the correct questions.....
 - Is the gravel 20mm?
 - What is the gravel size?
- Don't assume the contractor has followed your instructions
- Don't assume the material is on site since enough time passed from departure at the warehouse
- Please, DON'T ASSUME AT ALL

