

## PROJECT LESSONS LEARNT

PROJECT:						
DATE COMPLETED:						
No#	ASPECT	DESCRIPTION	INFLUENCE	IMPACT ON THE PROJECT?	ACTIONS FOR FUTURE PROJECTS?	COMMENTS
1	Safety	safety documentation was developed ahead of time	Positive	All work was undertaken safely.	Continue as is.	Contract the same Safety
2	Environment	Ground water contamination	Negative	Due to contamination	Evacuate the site and implement measures to prevent further contamination	Including hazard and risk register.
3	Quality	QA did not align with the	Negative	Client did not accept first submission	Vendor handover certificate with the contract	Add this requirement to the project checklist.
4	Scheduling	Schedule was maintained accurately.	Negative	therefore, changes could not be managed effectively.	updating the schedule on a consistent basis.	scheduling.
5	Administration					
6	Procurement					
7	Scheduling					
8	Planning and Execution					
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17						