



**EXPRESSION OF INTEREST
CLEANING – SHOW GROUNDS
2020 MOUNT ISA SHOW**



Organisation Name:

Organisation ABN:

1st Contact Person:

Mobile:

2nd Contact Person:

Mobile:

Email Address:

Postal Address:

ABOUT THIS FORM

By completing and returning this form you are submitting an Expression of Interest to assist the Mount Isa Agricultural Show Society to facilitate the 2020 Mount Isa Show in exchange for a predetermined donation amount. The Scope of your preferred activity is attached; if you have any questions please contact the committee.

Please submit your completed form to mountisashow@gmail.com or PO Box 2145, Mount Isa QLD 4825 by 15th March 2020. The committee will then take all received applications into consideration.

Applicants will be contacted, and the outcomes advised by 30th March 2020; successful applicants will then be invited to meet with the committee to formalise the agreements.

QUESTION

If you are successful, how will the contribution from the Mount Isa Show Society assist your organisation?

Public Liability Insurance

Copy of Policy Attached YES / NO

Your organisation must hold its own Public Liability Insurance with a minimum value of AU\$5,000,000; a copy of the current Certificate of Currency must be submitted with this Expression of Interest.

EXPRESSION OF INTEREST CONFIRMATION

Your signature confirms that you have the authority on behalf of your organisation to submit this Expression of Interest; you have read the attached Scope of your preferred activity and, if successful, have the manpower to undertake the activity, have the required Public Liability Insurance, and are willing to undertake inductions and training, where required, prior to the 2020 Mount Isa Show.

Signature: _____

Date: _____

Name: _____

Position: _____

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1 st – 10 th June	<p>Volunteer Roster</p> <ul style="list-style-type: none"> ▪ A list of volunteers is to be submitted to the committee, at least ten (10) days prior to the event. ▪ A minimum of 10 volunteers are required. ▪ It is requested, due to the nature of works to be undertaken, that volunteers have a minimum age of 12. If children aged 12-16 are included on the roster, a responsible supervising adult must attend all times.
13 th June	<p>Site Induction</p> <ul style="list-style-type: none"> ▪ A minimum of two (2) representatives, one (1) being the Team Leader, must attend a site induction at Buchanan Park Events Complex. ▪ Site access passes will be issued to the persons attending the induction to distribute to the volunteers, along with a volunteer attendance register; the volunteers will need to sign on and off as they complete their shift.
	<p>Cleaning – Show Grounds</p> <ul style="list-style-type: none"> ▪ All areas within Buchanan Park Events Complex, including the Pavilion and surrounding grounds, including Vendor sites, Sideshow Alley and surrounding grounds, the camping grounds, the car parks, the Horse Events Arenas and surrounding grounds are to be kept rubbish free ▪ Areas excluded are the Kalkadoon Area Precinct, the Mount Isa Race Club Building and the Racetrack; if there is debris on the Race Track it is to be reported to the Site Coordinator, with priority
15 th June	<ul style="list-style-type: none"> ▪ 8am, Volunteers are required to check in with the Site Coordinator ▪ Wheelie bins are to be distributed around the Buchanan Park Events Complex grounds, as per the map provided, with bin liners placed inside each Wheelie bin.
15 th -18 th June	<ul style="list-style-type: none"> ▪ Between the hours of 8am and 8pm monitor ground rubbish and, within a reasonable timeframe, have it removed to a waste receptacle ▪ Empty each Wheelie Bin on a twice daily basis, with the waste removed to the Skip bins ▪ New bin liners must be placed inside each Wheelie Bin each time they are emptied
19 th – 20 th June	<ul style="list-style-type: none"> ▪ All areas, as per the map provided, are to be kept rubbish free ▪ Ground rubbish is to be constantly monitored, and removed to a waste receptacle within a reasonable timeframe ▪ If a wheelie Bin becomes full it must be emptied into the Skip Bin within a reasonable timeframe; this means that each bin may need to be emptied more than twice daily.
21 st June	<ul style="list-style-type: none"> ▪ All Wheelie Bins are to be emptied, cleaned and returned to the concrete pad in front of the pavilion to await council pick up ▪ All ground rubbish / debris to be collected and disposed of in the skip bins provided
	<p>Cleaning – Toilets & Amenities – Pavilion, Centre Track & Porta Loos</p>
15 th -18 th June	<ul style="list-style-type: none"> ▪ The toilets in these locations must be cleaned thoroughly on a twice daily basis, including seats being wiped down ▪ Hand basins to be wiped over, and all rubbish removed ▪ Consumables replenished as required ▪ Showers are to be thoroughly cleaned and bleached each morning and each evening
19 th -20 th June	<ul style="list-style-type: none"> ▪ Between the hours of 8am and 11pm, the toilets in these locations must be cleaned thoroughly on a 2-hourly basis, including seats being wiped down ▪ Hand basins to be wiped over, and all rubbish removed ▪ Consumables replenishment as required ▪ Showers are to be thoroughly cleaned and bleached each morning and each evening
21 st June	<ul style="list-style-type: none"> ▪ The toilets in these locations must be cleaned thoroughly on a twice daily basis, including seats being wiped down ▪ Hand basins to be wiped over, and all rubbish removed ▪ Consumables replenishment as required ▪ Showers are to be thoroughly cleaned and bleached each morning and each evening

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22 nd June	<ul style="list-style-type: none"> ▪ Starting at 7am, ensure that Porta Loos are in a sanitary condition, ready for relocation by Site Coordinator, ready for transportation ▪ Prior to 4pm, all facilities in these locations must be thoroughly cleaned, including the bleaching of showers, and all rubbish removed ▪ Amenities must be locked at the completion of cleaning
Other Items	<p>The Committee</p> <ul style="list-style-type: none"> ▪ Will provide water and a shaded area for rest breaks ▪ Will provide contact details to the Team Leader for use over the Show Week ▪ Will provide consumable items of Toilet Paper, Hand Towel and Soap ▪ Will organise for Wheelie Bins to be delivered to site ▪ Will organise Skip Bins to be delivered to site <p>The Organisation / Volunteers</p> <ul style="list-style-type: none"> ▪ Are allowed 1 vehicle on the grounds to assist in the contracted works ▪ Will be responsible in for keeping a written record of the consumable items used ▪ Will provide all Wheelie Bin liners, Brooms, Mops, Buckets, Chemicals, Detergents, Gloves, Hoses, Rubbish Spikes / Grabbers and any other item or product required to carry out their duties. ▪ Will abide by Occupational Health & Safety Standards at all times and wear appropriate clothing and PPE. ▪ Will report, to the Secretary’s Office, any security risks, property damage, health and safety issues that are noted, or incidents that occur ▪ Will have appropriate insurance that indemnifies their volunteers and the Mount Isa Agricultural Show Society. <p>Site Access</p> <ul style="list-style-type: none"> ▪ Persons who are issued Site Access Passes for volunteer purposes can access the Mount Isa Show, on Friday or Saturday of the show weekend, outside their rostered times. <p>Payment</p> <ul style="list-style-type: none"> ▪ An Invoice must be submitted to the Mount Isa Agricultural Show Society, within 7 days of the Show Weekend, clearly stating the name of the organisation, bank account details and the agreed contribution amount. ▪ Payments will only be made by EFT.