

18 October 2023

### To Whom it May Concern

I confirm that Ben Kitley has been fulfilling the role of Traffic Management Designer (**TMD**) and Nominated Traffic Officer (**NTO**) on the Bowen to Merinda Safety Upgrade Project, Bowen for the last 4 months.

This TMR project generally comprises road construction on the Bruce Highway; road widening and a major intersection upgrade to be constructed whilst maintaining traffic. The project involves earthworks and drainage, pavement construction, bitumen sealing, deep lift asphalt pavement construction, asphalt surfacing, line marking, unbound pavement and lightly bound pavement construction, landscaping.

Some of the traffic staging/traffic management requirements were to minimise impacts to the travelling public which were successfully incorporated in the traffic guidance schemes developed by Ben in liaison with the construction contractor and the contract administration teams.

Ben fulfilled his role admirably and satisfactorily;

- developing suitable, efficient integrated traffic guidance schemes (**TGS**) compliant with the QGTTM, AGTTM, MRTS02 and MRTS02.1 Annexure requirements of the project specifications,
- managed the Traffic Management Implementer (TMI) and Traffic Controller requirements for the project on a daily basis,
- performed audits on the implementation of Traffic Guidance Schemes,
- monitored the implementation and performance of TGS's and made appropriate changes as required,
- adopted a practical safety orientated approach in the development of TGS's for the scope of works,
- demonstrated leadership by example; actively participated in the implementation of traffic set-ups whilst co-ordinating the implementation of the TGS's,
- stepped into the TMI roles when required,
- sort to understand the construction and other stakeholder requirements to develop appropriate traffic guidance schemes and traffic and construction staging leading to efficiencies and positive project outcomes.

Yours faithfully



Richard Lee

(RPEQ, TMD)

Administrator's Representative (B2M)

Project Manager - Client side