



Australian Government
Department of Foreign Affairs and Trade

CONTRACT FOR PROVISION OF SERVICES OUTSIDE AUSTRALIA

CONTRACT NO:s 47E(d)

DETAILS SCHEDULE

PARTIES

COMMONWEALTH OF AUSTRALIA represented by the Department of Foreign Affairs and Trade
 ABN 47 065 634 525 Australian High Commission in Accra, Ghana ("DFAT")

DFAT Representative:	s 22(1)(a)(ii) , Chargée d'affaires
Notice Details:	Address: No.2 Second Rangoon Close, Cantonments, Accra, Ghana
	Email: s 22(1)(a)(ii) @dfat.gov.au

ACT ICT GHANA LIMITED (CONTRACTOR)

Registration & Tax numbers	s 47G(1)(a)
Contractor Representative:	Roy Chay, Chief Executive Officer
Notice Details:	Address: F28/8 Fifth Circular Rd, Cantonments, Accra, Ghana
	Email: s 47G(1)(a) Web: s 47G(1)(a)

INFORMATION TABLE

Item	Information								
Item 1	Services: Supply and installation of Video Surveillance System in the Australian High Commission and Australian High Commissioner's Official Residence in Accra, Ghana								
Item 2 (clause 1.1)	Term: <table border="1" style="width: 100%;"> <tr> <td>Effective Date:</td> <td></td> </tr> <tr> <td>Commencement Date:</td> <td>06 May 2022</td> </tr> <tr> <td>Expiry Date:</td> <td>06 May 2023</td> </tr> <tr> <td>Extension Option/s:</td> <td>Two (2) options for extension maintenance services, each of 12 months</td> </tr> </table>	Effective Date:		Commencement Date:	06 May 2022	Expiry Date:	06 May 2023	Extension Option/s:	Two (2) options for extension maintenance services, each of 12 months
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Commencement Date:	06 May 2022								
Expiry Date:	06 May 2023								
Extension Option/s:	Two (2) options for extension maintenance services, each of 12 months								
Item 3 (clause 1.1(a))	Service Requirements: As per the requirements set out in this contract and Attachment 1, Attachment 2, Attachment 3								

Item	Information	
Item 4 (clause 1.1)	Location of Services:	<i>Australian High Commission No.2 Second Rangoon Close, Cantonments, Accra, Ghana AND Australian High Commissioner's Official Residence</i>
Item 5 (clause 4.1a)	Timing for Delivery of Services	All physical work components to be completed within 6 months of execution of contract.
Items 6 (clause 4.1b)	Personnel to be used in the Provision of the Services, including proposed substitutes: NOTE: For the purpose of verification of identification and tracing, each worker to provide his or her Ghana Card.	ACT ICT Ghana Limited: s 47F(1), s 47G(1)(a)
Item 7 (clause 9.1)	Contract Price: NOTE: The payment shall be made in GHS pursuant to Bank of Ghana Notice of 8 August 2014. The rate of exchange being the Bank of Ghana prevailing selling rate at date of payment	The Contract Price will be charged in accordance with the unit price schedule in Attachment 3 - Price Schedule. The total maximum Contract Price must not exceed: \$ 362,359.00 USD, unless agreed in writing. The Contract Price is payable by DFAT in the following instalments: <ul style="list-style-type: none"> • 70% with Purchase Order • 20% on completed delivery • 10% on final handover and approval
Item 8 (clause 11.1)	Reimbursable Expenses:	N/A
Item 9 (clause 22, 23)	Contractor Insurance Requirements: NOTE: The Insurance Act, 2006, Act 724 at Section 184, which makes it mandatory to all commercial business/ public places to be insured against third party liability risks Pursuant to Bank of Ghana Notice of 8 August 2014. The rate of exchange used to calculate GHS equivalent shall be the Bank of Ghana prevailing selling rate at the date of payment	Public liability insurance: <input checked="" type="checkbox"/> Yes / <input type="checkbox"/> No USD 1,000,000.00 or local currency equivalent for each and every public liability occurrence.

Item	Information
	<p>Professional indemnity insurance <input checked="" type="checkbox"/> Yes / <input type="checkbox"/> No</p> <p>Adequate professional indemnity insurance to cover the Contractor's obligations under this Contract. Such insurance must be maintained for 7 years following the date on which the Contract expires (or any earlier termination).</p>
<p>Item 10 (clause 1)</p>	<p>Governing Law: Laws of Ghana.</p> <p>NOTE: In the event that there is no applicable Ghanaian law then this contract or any term in it shall be construed according to Australian law</p>
<p>Item 11 (clause 24, 25)</p>	<p>Confidential Information:</p> <p>DFAT: Latent site conditions and all design documentation.</p> <p>In this Contract:</p> <p>The Information Table in the Details Schedule Attachment 1, Attachment 2, Attachment 3</p> <p>Any other information provided by DFAT following the Contract and designated by DFAT as confidential will be classed as confidential.</p> <p>Contractor: Not applicable</p>

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s 22(1)(a)(ii)

General Conditions of Contract for the Supply of Services outside Australia

1. TERM

- 1.1 The Contract takes effect on the Effective Date. The Services commence on the Commencement Date and unless terminated earlier in accordance with the Contract or otherwise, end on the Expiry Date or completion of the Services if no Expiry Date is specified.
- 1.2 DFAT may, in its sole discretion, extend the Contract for a further period as specified in Item 2 of the Details Schedule by giving written notice to the Contractor at least 30 days before the end of the then current Term. The Contract, if extended, will continue under the same terms and conditions.

2. SERVICES

- 2.1 The Contractor agrees to provide the Services to DFAT and DFAT agrees to purchase the Services in accordance with the terms of the Contract.

3. CONTRACT DOCUMENTS

- 3.1 The Contract between DFAT and the Contractor comprises the General Conditions of Contract for the Supply of Services outside of Australia (including the Details Schedule) and any Attachments.
- 3.2 If there is any ambiguity or inconsistency between the documents comprising the Contract, the following order of precedence is to be given to the extent of any ambiguity or inconsistency:
- (a) the General Conditions of Contract for the Supply of Services outside Australia (including the Details Schedule); and
 - (b) the Attachments (if any).

4. PROVISION OF SERVICES

- 4.1 The Contractor must provide the Services to DFAT:
- (a) for the period, at the times and locations (as applicable), and in accordance with any requirements for the provision of the Services as specified in the Details Schedule;
 - (b) using the Personnel identified in the Details Schedule (if any) or otherwise using appropriately qualified, skilled and experienced Personnel;
 - (c) ensure that the Services are provided to a standard of quality not less than industry best practice for services of the same type as those Services and, without limiting clause 1.1, in a timely manner;
 - (d) to the satisfaction of the DFAT Representative; and
 - (e) in accordance with any other requirements specified in the Contract.
- 4.2 The Contractor must promptly notify DFAT if the Contractor or any of its Personnel becomes aware that the Contractor will be unable to provide all or part of the Services in accordance with the requirements of this clause 4.

5. REPLACEMENT SERVICES

- 5.1 If the Contractor fails to provide the Services in accordance with the Contract, the Contractor must, at its cost, provide replacement Services or take any other action to rectify any aspect of the Services which do not comply with the Contract, as directed by DFAT.

6. NATURE OF ENGAGEMENT

- 6.1 DFAT engages the Contractor to provide the Services as an independent contractor and not as DFAT's agent or employee. The Contractor has no authority to bind DFAT or act on DFAT's behalf at any time. The Contractor is not entitled to any benefit from DFAT usually attributable to an employee. The Contractor must not, and must ensure that its Personnel do not, represent itself or themselves as being DFAT's employees, partners or agents.

7. REMOVAL OF CONTRACTOR'S PERSONNEL

- 7.1 DFAT, acting reasonably, may give notice requiring the Contractor to remove any Personnel from work in respect of the Services. The Contractor must promptly arrange for their replacement with personnel of appropriate qualifications, skills and experience, as deemed acceptable by DFAT in

writing, at no additional cost to DFAT.

8. PRICE BASIS

8.1 Unless otherwise stated in the Details Schedule, the Contract Price is fixed for the duration of the Contract. The Contract Price is inclusive of:

- (a) all taxes, duties and government charges imposed or levied the jurisdiction(s) in which the Services will be, or are, provided;
- (b) remuneration to the Contractor's Personnel, including salaries, wages, fees, superannuation, annual leave, sick leave, long service leave and all other benefits to which any of them may be entitled under any contract with the Contractor or under any award, statute or local law;
- (c) costs in respect of procuring and maintaining the insurances required under clause 20; and
- (d) costs of compliance with all other statutory, award or other legal or contractual requirements with respect to the Contractor's Personnel.

9. PAYMENT

9.1 Subject to clause 10 and the Details Schedule, DFAT will pay:

- (a) the Contract Price to the Contractor within 20 days after receipt of a correctly rendered invoice; or
- (b) if the Details Schedule provides for the payment of the Contract Price by way of:
 - (i) instalments, the amount of the relevant instalment to the Contractor within 20 days after receipt of a correctly rendered invoice; or
 - (ii) milestone payments, the amount of the relevant milestone payment to the Contractor within 20 days after receipt of a correctly rendered invoice; and
- (c) if the Details Schedule provides for the reimbursement of Reimbursable Expenses, the amount of those Reimbursable Expenses which have been incurred by the Contractor in accordance with the Contract, within 20 days after receipt of a correctly rendered invoice.

9.2 Under this Contract, interest on the late payment of invoices is not applicable.

10. INVOICE

10.1 An invoice is correctly rendered under clause 9 if:

- (a) the amount claimed for payment is calculated in accordance with the Contract and the Details Schedule provides that the amount is due for payment;
- (b) the Services meet the requirements of the Contract; and
- (c) the invoice:
 - (i) is set out in a manner that enables DFAT to ascertain the Services to which the invoice relates and that part of the Contract Price payable in respect of those Services;
 - (ii) if the Details Schedule provides for the reimbursement of Reimbursable Expenses, the invoice separately itemises all expenses for which reimbursement is being sought. Copies of invoices substantiating the Reimbursable Expenses must be attached to the invoice; and
 - (iii) contains the Contract number, the name and phone number of the Contractor Representative and is addressed as specified in the Details Schedule.

10.2 The Contractor must promptly provide to DFAT such supporting documentation and other evidence reasonably required by DFAT to substantiate performance of the Contract by the Contractor or payment of the Contract Price by DFAT.

11. REIMBURSABLE EXPENSES

11.1 Except as provided for in the Details Schedule, the Contractor must perform its obligations under the Contract at its own cost and neither the Contractor nor any of its Personnel will be entitled to be reimbursed for any Reimbursable Expenses incurred in providing the Services.

11.2 Where DFAT has provided its prior written consent, the Contractor will be entitled to reimbursement for travel, accommodation and living expenses up to the DFAT Non-SES travelling allowance rates, and for goods and/or services purchased on behalf of DFAT at DFAT's request. All claims for such

reimbursement must be submitted on a valid tax invoice showing the tax exclusive price, with tax then being charged on the total amount. The maximum amounts to which the Contractor is entitled to reimbursement under this clause 11 will be the amounts to which DFAT non-SES personnel are entitled to when travelling in Australia or overseas.

- 11.3 If the Contractor is required to travel under the Contract, the hours spent travelling are not billable work hours. Time spent travelling for the purposes of this Contract does not constitute a reimbursable expense.
- 11.4 If requested by the DFAT Representative, the Contractor must provide satisfactory evidence to substantiate any specified claim for reimbursement prior to DFAT making any payment of the related claim.

12. DEDUCTION / SET OFF

- 12.1 DFAT may deduct from any payment of the whole or part of the Contract Price any taxes, charges, insurance premiums or levies imposed by law upon DFAT which are ordinarily required to be paid by the Contractor as a result of the Contractor providing the Services. In doing so, the Contractor will be the entity that is taken to be complying with legislative requirements and DFAT will not be seen to be treating the Contractor or any of its Personnel as anything other than an independent contractor.
- 12.2 If the Contractor owes any debt to DFAT under or in connection with the Contract, DFAT may deduct the amount of the debt from payment of the Contract Price or seek to recover the amount as a debt due to DFAT.

13. WARRANTY

- 13.1 The Contractor warrants that:
- (a) the Services will be fit for the purpose or purposes for which services of that kind could be reasonably expected to be applied by DFAT;
 - (b) the Services will be provided by appropriately qualified, skilled and experienced Personnel; and
 - (c) any defects in relation to the Services that occur during the Warranty Period shall be rectified within two (2) days or as otherwise agreed in writing by DFAT.
- 13.2 The Warranty Period will be as relevant:
- (a) a minimum of Twelve (12) months on the Contractor's workmanship (and any sub-contracted works); or
 - (b) a minimum of Twelve (12) months on all supplied equipment, or the period usually offered by the manufacturer, whichever is the longer duration.
- 13.3 The Contractor will promptly register any warranty for supplied equipment.
- 13.4 The Warranty Period shall commence when DFAT has accepted in writing that the completed works are free from defect following system commissioning.

14. USE OF DFAT ITEMS

- 14.1 The Contractor must not, and must ensure that its Personnel do not, use any DFAT Items for any purpose other than:
- (a) a purpose for which that DFAT Item was designed, manufactured or constructed; and
 - (b) for the provision of the Services.
- 14.2 The Contractor must protect all DFAT Items from loss or damage, maintain DFAT Items in good order and promptly return DFAT Items to DFAT upon request by DFAT, when they are no longer required to provide the Services or otherwise upon expiration or termination of the Contract.
- 14.3 The Contractor acknowledges that it may be provided with the ability to access DFAT-held information in connection with its performance of the Services, including through access to DFAT information technology systems. Without limiting the Contractor's other obligations under this Contract or otherwise at law, the Contractor must not seek to access or use DFAT-held information except to the extent strictly required for the provision of the Services.

15. INTELLECTUAL PROPERTY RIGHTS

- 15.1 Subject to clause 15.2, title in, and ownership of all Intellectual Property Rights associated with any deliverable or material developed by the Contractor in connection with this Contract ('**Foreground IP**') vests on its creation in DFAT. The Contractor agrees to execute all documents and do all acts and things required by DFAT to give effect to this clause.
- 15.2 DFAT acknowledges that the vesting of ownership in DFAT of all Foreground IP does not apply to Intellectual Property Rights in any pre-existing material (including software, documentation or data) which is incorporated or embedded in that deliverable or material ('**Background IP**'). In such circumstances, the Contractor grants to DFAT (or must ensure the grant of) a royalty free, irrevocable, non-exclusive, perpetual, worldwide licence (including the right to sub licence) of the Background IP to use, copy, adapt, expand, develop, publish or otherwise change, the pre-existing material.
- 15.3 As permitted by law, the Contractor unconditionally and irrevocably:
- (a) consents, and will obtain all other necessary unconditional and irrevocable consents, to any act or omission that would otherwise infringe any moral rights in any work that is included in a deliverable or material comprised in the Services, whether occurring before or after a consent is given; and
 - (b) waives, and will obtain all other necessary unconditional and irrevocable written waivers of, moral rights,
- for the benefit of DFAT, its licensees and anyone authorised by any of them.
- 15.4 The Contractor warrants the provision of the Services (and DFAT's use of any deliverable or material developed or supplied under the Contract) will not infringe the Intellectual Property or moral rights of any person.

16. TERMINATION FOR BREACH

- 16.1 DFAT may terminate the Contract if the Contractor:
- (a) does not provide, or notifies DFAT that it will be unable to provide, all of the Services for the period, at the times and locations (as applicable), and in accordance with any requirements for the provision of the Services as specified in the Details Schedule;
 - (b) does not provide replacement personnel acceptable to DFAT in accordance with clause 7 (Removal of Contractor Personnel);
 - (c) breaches the Contract and the breach is not capable of remedy;
 - (d) does not remedy a breach of the Contract which is capable of remedy within the period specified by DFAT in a notice of default issued by DFAT to the Contractor requiring the Contractor to remedy the breach;
 - (e) becomes bankrupt or insolvent; or
 - (f) breaches any of its obligations under clauses 18 (Security) or 19 (Work Health and Safety).

17. TERMINATION FOR CONVENIENCE

- 17.1 In addition to any other rights it has under the Contract, DFAT may at any time terminate the Contract by notifying the Contractor in writing. If DFAT issues such a notice, the Contractor must stop work in accordance with the notice, comply with any directions given by DFAT and mitigate all loss, costs (including the costs of its compliance with any directions) and expenses in connection with the termination, including those arising from affected subcontracts.
- 17.2 DFAT will only be liable for payments to the Contractor for Services provided to DFAT before the effective date of termination and any reasonable costs incurred by the Contractor that are directly attributable to the termination, if the Contractor substantiates these amounts to the satisfaction of DFAT.
- 17.3 The Contractor will not be entitled to profit anticipated on any part of the Contract terminated.

18. SECURITY

- 18.1 If DFAT provides the Contractor with access to any DFAT place, area or facility, the Contractor must comply with any security and safety requirements notified to the Contractor by DFAT or of which the Contractor is aware and ensure that its Personnel are aware of and comply with such security requirements.

19. WORK HEALTH AND SAFETY

- 19.1 The Contractor must perform its, and must ensure that its Personnel perform their, obligations under this Contract:
- (a) in accordance with local work health and safety legislation of Ghana;
 - (b) in a manner which ensures that DFAT meets its obligations under the *Work Health and Safety Act 2011* (Cth) ('WHS Act');
 - (c) in compliance with the WHS Legislation, to the full extent that the WHS Legislation applies to the Contractor; and
 - (d) in accordance with the specific terms set out in this Contract and its attachments.
- 19.2 The Contractor agrees, when using DFAT's premises or facilities, to comply with all reasonable directions and procedures relating to work health and safety in effect at those premises or in regard to those facilities, as notified by DFAT or as might be inferred from the use to which the premises or facilities are being put.
- 19.3 Without limiting any other provision of this Contract, the Contractor agrees to, on request, give all reasonable assistance to DFAT, by way of provision of information and documents, to assist DFAT and its officers as defined in the WHS Act to comply with the duties imposed on them under the WHS Act.
- 19.4 The Contractor acknowledges that DFAT may direct it to take specified measures in connection with the Contractor's work under this Contract that DFAT considers reasonably necessary to deal with an event or circumstance that has or is likely to have, an adverse effect on the health or safety of persons. The Contractor must comply with the direction at its own cost.

20. WASTE

- 20.1 The Contractor must leave the site clean and tidy at the end of each day. This includes the removal of all rubbish. Any operational work areas (such as staff desk surfaces, equipment) affected by dust must be cleaned as soon as possible.
- 20.2 All waste that holds data and other sensitive decommissioned goods must be destroyed under the supervision of a person with an appropriate security clearance as set out by DFAT and in accordance with the terms set out in Attachment 1 - Service Requirements.

21. MAKE GOOD

- 21.1 The Contractor must take all precautions and preventative measures to protect the building and surrounds from damage during the project. The Contractor shall remedy any damage however caused through their activities to the satisfaction of the Department.
- 21.2 The Contractor is responsible for patching and painting incidental damage/marks to existing building finishes

22. INSURANCE

- 22.1 The contractor must procure and maintain:
- (a) workers compensation insurance or registration as required by law;
 - (b) the insurances specified in the Details Schedule (if any); and
 - (c) such other insurances and on such terms and conditions as a prudent contractor, providing services similar to the Services, would procure and maintain.

23. INDEMNITY

- 23.1 The Contractor indemnifies DFAT, its officers, employees and agents against any liability, loss, damage, cost (including the cost of any settlement and legal costs and expenses on a legal counsel and own client basis), compensation or expense arising out of or in any way in connection with:
- (a) a default or any unlawful, wilful or negligent act or omission on the part of the Contractor or its Personnel; or
 - (b) any action, claim, dispute, suit or proceeding brought by any third party in respect of any infringement or alleged infringement of that third party's Intellectual Property or moral rights in connection with the Services.

s 22(1)(a)(ii)

23.2 The Contractor's liability to indemnify DFAT under clause 23.1(a) is reduced to the extent that any wilful, unlawful, or negligent act or omission of DFAT, its officers, employees or agents contributed to the liability, loss, damage, cost, compensation or expense.

24. PRIVACY

24.1 The Contractor must:

- (a) if it obtains Personal Information in the course of performing the Contract, use or disclose that Personal Information only for the purposes of the Contract subject to any applicable exceptions in the *Privacy Act 1988* (Cth) (Privacy Act);
- (b) to the extent that different privacy laws apply to DFAT and the Contract, and without limiting clause 24.1(a), conform with the Privacy Act obligations applicable to DFAT, as if they were binding upon the Contractor; and
- (c) as a contracted service provider, not do any act or engage in any practice which, if done or engaged in by DFAT, would be a breach of the Australian Privacy Principles.

24.2 The Contractor must notify DFAT as soon as reasonably practicable if:

- (a) it becomes aware of a breach or possible breach of any of the obligations contained, or referred to, in this clause 24, whether by the Contractor, subcontractor or any other person to whom the Personal Information has been disclosed for the purposes of the Contract; or
- (b) in relation to Personal Information obtained in the course of performing the Contract:
 - (i) it becomes aware that a disclosure of such Personal Information may be required by law; or
 - (ii) it is approached by the Privacy Commissioner.

24.3 The Contractor must:

- (a) investigate any breach or possible breach of its obligations in relation to Personal Information under this Contract and report the substance and outcome of that investigation to DFAT within 14 calendar days of becoming aware of the breach or possible breach; or
- (b) assist DFAT with its own investigation into the breach or possible breach of any of the Contractor's obligations in relation to Personal Information under this Contract, acknowledging DFAT's obligations under the Privacy Act.

24.4 The Contractor must ensure that its Personnel who deal with Personal Information for the purposes of the Contract are aware of, and comply with, this clause 24.

24.5 The Contractor must ensure that any subcontract entered into for the purposes of fulfilling its obligations under the Contract, contains provisions to ensure that the subcontractor complies with this clause 24.

24.6 The provisions of the Data Protection Act, 2012 (Act 843) of Ghana do not apply to this Contract as the parties engaged in the performance of services under this contract will not be collecting any private data and are neither a 'Data Controller' nor a 'Data Processor'.

25. CONFIDENTIALITY

25.1 The Contractor must not disclose any DFAT Confidential Information to any third party without the prior written consent of DFAT. The Contractor will not be in breach of this clause in circumstances where it is required by law to disclose any DFAT Confidential Information. The parties acknowledge and agree that the terms of this Contract are not confidential, except for any clause or information identified by a party in the Details Schedule as being confidential to that party.

25.2 If required by DFAT, the Contractor must ensure that its Personnel (including subcontractor personnel) engaged in the performance of the Services under this Contract give a written undertaking in a form required by DFAT prior to the disclosure of DFAT Confidential Information.

26. CONFLICT OF INTEREST

26.1 The Contractor warrants that, to the best of its knowledge after making diligent enquiries at the Effective Date, no conflict of interest exists or is likely to arise in the performance of its obligations under the Contract by itself or by any of its Personnel.

26.2 The Contractor must notify DFAT in writing promptly if such a conflict of interest arises, or appears likely to arise.

s 22(1)(a)(ii)

s 47F(1)

26.3 Within seven (7) days after giving notice under clause 26.2, the Contractor must notify DFAT in writing of the steps it will take to resolve the issue. If DFAT considers those steps are inadequate, it may direct the Contractor to resolve the issue in a manner proposed by DFAT. If the Contractor fails to notify DFAT in accordance with clause 26.2 or this clause 26.3 or is unable or unwilling to resolve the issue in the required manner, DFAT may terminate the Contract in accordance with clause 16 (Termination for Breach).

27. NOTICES

27.1 A party giving notice under this Contract must do so in writing that is:

- (a) directed to the party's physical address specified in the Details Schedule and marked for the attention of the other party's representative; and
- (b) hand delivered or sent by courier to that physical address.

27.2 A notice given in accordance with clause 27.1 is received:

- (a) if hand delivered, on delivery;
- (b) if sent by courier on the fifth day after the date of despatch;
- (c) but, if the receipt, transmission or entry into the information system is not on a business day or is after 5.00 pm (recipients local time) on a business day, the notice is taken to be received at 9.00 am (recipient's local time) on the next business day.

28. ASSIGNMENT

28.1 The Contractor must not assign any of its rights under the Contract without the prior written consent of DFAT.

29. SUBCONTRACTING

29.1 The Contractor must not subcontract the whole or part of its obligations under the Contract without the prior written consent of DFAT. Subcontracting the whole or part of the Contractor's obligations under the Contract will not relieve the Contractor from any of its obligations under the Contract. Upon request the Contractor must make available to DFAT the details of all subcontractors engaged to provide the Services under the Contract. The Contractor acknowledges that DFAT may be required to disclose such information.

29.2 The Contractor must ensure that any subcontract entered into for the purposes of fulfilling its obligations under the Contract, contains provisions to ensure that the subcontractor complies with the terms of this Contract.

29.3 Subcontractors who, while engaged in the performance of the Services under this Contract, contravene relevant terms will entitle DFAT to issue a notice under clause 16 (Termination for Breach) to terminate the Contract immediately.

30. APPROVALS AND COMPLIANCE

30.1 The Contractor must obtain and maintain in full force any necessary export licences, licences, accreditations, permits, registrations, regulatory approvals or other documented authority (however described) required by law and necessary for the provision of the Services. The Contractor must comply with and ensure its Personnel comply with the laws from time to time in force in the jurisdictions in which any part of the Contract is to be carried out and all DFAT policies relevant or applicable to the Contract.

31. DFAT ACCESS

The Contractor must permit DFAT and its nominees timely and sufficient access to its premises, records or accounts relevant to the Contract to conduct audits under the *Auditor-General Act 1997*. DFAT and its nominees may copy any records or accounts relevant to the Contract and retain or use these records and accounts for this purpose.

32. CHILD PROTECTION POLICY

32.1 The Contractor must comply with the DFAT Child Protection Policy accessible on the DFAT website: <http://www.dfat.gov.au/childprotection>. DFAT may audit the Contractor's compliance with the Child Protection Policy. The Contractor must participate cooperatively in any reviews conducted by DFAT.

32.2 If the Child Protection Officer finds that the Contractor has failed to comply with the Child Protection Policy, the Contractor must promptly, and at the cost of the Contractor, take such actions as are required to ensure compliance with the compliance standards specified in the Child Protection Policy

33. PREVENTING SEXUAL EXPLOITATION, ABUSE AND HARASSMENT (PSEAH)

- 33.1 The Contractor must comply, and must ensure that its Personnel comply, with DFAT's Preventing Sexual Exploitation, Abuse and Harassment Policy, accessible at <http://www.dfat.gov.au/pseah>.
- 33.2 DFAT may conduct a review of the Contractor's compliance with DFAT's Preventing Sexual Exploitation, Abuse and Harassment Policy referred to in clause 33.1. DFAT will give reasonable notice (at least 14 calendar days) to the Contractor and the Contractor must participate co-operatively in any such review.
- 33.3 The Contractor must report to seahreports@dfat.gov.au any suspected or alleged case of sexual exploitation, abuse and harassment that relates to the Services within 48 hours of becoming aware of the case. The Contractor must report to DFAT any alleged incidents of non-compliance with DFAT's Preventing Sexual Exploitation, Abuse and Harassment Policy within five (5) business days.
- 33.4 In reporting to DFAT as required pursuant to clause 33.1, the Contractor must comply with the *Privacy Act 1988* (Cth) and the privacy provisions in the DFAT PSEAH Incident Notification Form, available on DFAT's website.

34. COUNTER-TERRORISM AND SANCTIONS

- 34.1 The Contractor must ensure that:
- (a) individuals, persons, entities or organisations involved in activities under the Contract, including it and its Personnel, do not engage in any Prohibited Dealings; and
 - (b) none of the funds provided under this Contract (whether through a subcontract or not) are used in any way to directly or indirectly provide support, resources or assets to individuals, persons, entities or organisations involved in any Prohibited Dealings.
- 34.2 The Contractor must immediately inform DFAT if it:
- (a) becomes aware of any link whatsoever between it or its Personnel and any individual, person, entity or organisation involved in Prohibited Dealings;
 - (b) becomes aware that it, any of its Personnel or any individual, person, entity or organisation involved in implementing the Contract is involved in Prohibited Dealings;
 - (c) discovers that any or all of the funds provided under the Contract (whether through a subcontract or not) have been used in any way to directly or indirectly provide support, resources or assets to an individual, person, entity or organisation involved in Prohibited Dealings;
 - (d) becomes aware that it or any of its Personnel have been suspended from tendering for World Bank grants by the World Bank or from tendering by a donor of development funding other than the World Bank; or
 - (e) becomes aware that it or any of its Personnel are the subject of an investigation (whether formal or informal) by the World Bank or another donor of development funding.
- 34.3 Any breach of this clause 34 will entitle DFAT to issue a notice under clause 16 (Termination for Breach) to terminate the Contract immediately.

35. ANTI-CORRUPTION

- 35.1 The Contractor warrants that neither it nor its Personnel will make or cause to be made, receive or seek to receive any offer, gift or payment or benefit of any kind, which could be construed as an illegal or corrupt act, either directly or indirectly to any Party in relation to the execution of this Contract. Any breach of this clause 35 will entitle DFAT to issue a notice under clause 16 (Termination for Breach) to terminate this Contract immediately.

36. FRAUD

- 36.1 This clause applies to any Fraud which relates to the Services or this Contract.
- 36.2 The Contractor must not, and must ensure that its Personnel do not, engage in any fraudulent activity. The Contractor is responsible for preventing and detecting Fraud.
- 36.3 If the Contractor becomes aware of a Fraud, it must report the matter to DFAT in writing within five (5) business days. The Contractor must investigate the Fraud at the Contractor's cost and in accordance with any directions or standards required by DFAT.
- 36.4 After the investigation is finished, if a suspected offender has been identified, the Contractor must promptly report the Fraud to the local police and any other appropriate law enforcement agency in

s 22(1)(a)(ii)

the country where the incident occurred, unless the Director of DFAT's Fraud Section agrees otherwise in writing.

- 36.5 If the investigation finds the Contractor or its Personnel have engaged in fraudulent activity, the Contractor must:
- (a) if DFAT funds have been misappropriated, pay to DFAT the full value of the DFAT funds that have been misappropriated;
 - (b) if DFAT-funded property has been misappropriated, either return the property to DFAT or, if the property cannot be recovered or has been damaged so that it is no longer usable, replace the property with property of equal quality; and
 - (c) keep DFAT informed, in writing, on a monthly basis, of the progress of the recovery action.
- 36.6 If the investigation finds that a person other than the Contractor or its Personnel has engaged in fraudulent activity, the Contractor must, at the Contractor's cost:
- (a) take all reasonable action to recover any DFAT funds or DFAT-funded property acquired or distributed through fraudulent activity; and
 - (b) keep DFAT informed, in writing, on a monthly basis, of the progress of the recovery action.

37. DISPUTE

- 37.1 The parties will try to settle any disputes that arise under this Contract by direct negotiation at the working level.
- 37.2 For any dispute that cannot be resolved at the working level, the party claiming that there is a dispute will give the other party a notice setting out the details of the dispute. Within five (5) business days, each party will nominate a senior representative, not having prior direct involvement in the dispute. The senior representatives will try to settle the dispute by direct negotiation.
- 37.3 If the senior representatives cannot resolve the dispute within a further seven (7) business days the parties shall submit to mediation under Part Two of the Alternative Dispute Resolution Act, 2010 (Act 798 Ghana).
- 37.4 If the mediation process cannot resolve the dispute within a minimum of Twenty One (21) days after its conclusion, either party may commence legal proceedings.
- 37.5 Each party will bear its own costs for dispute resolution and any court proceedings.
- 37.6 The procedure for dispute resolution does not apply to action relating to termination or to legal proceedings for urgent interlocutory relief.

38. PUBLICITY

- 38.1 The Contractor may not make media or other announcements or releases relating to this Contract without DFAT's prior written approval except to the extent that the announcement or release is required to be made by law.

39. ENTIRE AGREEMENT

- 39.1 The Contract represents the parties' entire agreement in relation to the subject matter and supersedes all submitted offers and prior representations, communications, agreements, statements and understandings, whether oral or in.

40. AMENDMENT

- 40.1 Any amendment to this Contract must be in writing and signed and dated by the parties.

41. SEVERABILITY

- 41.1 A provision or part of a provision of this Contract that is void, illegal or unenforceable may be severed from this agreement and the remaining provisions or parts of the provision of this agreement continue in force.

42. SURVIVAL

- 42.1 Any provision of the Contract which expressly or by implication from its nature is intended to survive the termination or expiration of the Contract and any rights arising on termination or expiration shall survive.

s 22(1)(a)(ii)

43. GOVERNING LAW

43.1 The laws of the jurisdiction specified in the Details Schedule apply to the Contract.

44. DEFINITIONS

44.1 In the Contract, unless the contrary intention appears, words, abbreviations and acronyms have the meaning given to them in the Details Schedule or this clause 42:

'Australian Privacy Principles' has the same meaning as in the *Privacy Act 1988* (Cth).

'Consolidated List' means the list of all persons and entities who are subject to targeted financial sanctions or travel bans under Australian sanctions laws which is maintained by DFAT accessible at: <https://dfat.gov.au/international-relations/security/sanctions/Pages/consolidated-list.aspx>.

'Contract' has the meaning given in clause 3.

'Contractor' means the entity specified in the Details Schedule.

'Criminal Code Act List' means the list of organisations that are specified as a "terrorist organisation" by regulations made under the *Criminal Code Act 1995* (Cth) (this list is currently available at <https://www.nationalsecurity.gov.au/Listedterroristorganisations/Pages/default.aspx>).

'DFAT' means the Department of Foreign Affairs and Trade.

'DFAT Confidential Information' means any information provided by DFAT to the Contractor or which comes into the possession of the Contractor in connection with the Services which DFAT has identified as confidential or the Contractor ought reasonably to know is confidential.

'DFAT Items' means any information (including DFAT Confidential Information), property or facilities made available by DFAT to the Contractor for the purpose of the Services.

'Expiry Date' means the date specified in Item 2 of the Details Schedule as the expiration date of this Contract.

'Fraud' means dishonestly obtaining a benefit or causing a loss by deception or other means and includes alleged, attempted, suspected or detected fraud.

'Intellectual Property Rights' or **'IP'** means all copyright and all rights in relation to inventions (including patent rights), registered and unregistered trademarks (including service marks), registered and unregistered designs, and circuit layouts, and any other rights resulting from intellectual activity in the industrial, scientific, literary and artistic fields recognised in domestic law anywhere in the world.

'Personnel' means the employees, officers, subcontractors or agents of a party to this Contract.

'Personal Information' has the same meaning as in the *Privacy Act 1988* (Cth).

'Privacy Commissioner' has the same meaning as in the *Australian Information Commissioner Act 2010* (Cth)

'Prohibited Dealings' means:

- (a) being directly or indirectly engaged in, preparing for, planning for, assisting in or fostering the doing of a terrorist act;
- (b) being listed on the Criminal Code Act List;
- (c) being listed on the Consolidated List;
- (d) being listed on the World Bank List, or subject of an investigation or temporary suspension which may lead to becoming so listed;
- (e) acting on behalf of, or at the direction of, individuals, persons, entities or organisations:
 - (i) directly or indirectly engaged in, preparing for, planning for, assisting in or fostering the doing of a terrorist act; or
 - (ii) listed on any of the lists mentioned in (b) to (d) inclusive; and/or
- (f) being owned or controlled by individuals, persons, entities or organisations:
 - (i) directly or indirectly engaged in, preparing for, planning for, assisting in or fostering the doing of a terrorist act;

s 22(1)(a)(ii)

(ii). listed on any of the lists mentioned in (b) to (d) inclusive.

'Reimbursable Expenses' means any consumables used in the delivery of the Services or travel expenses that have been pre-approved in writing by DFAT.

'Services' means the services as detailed in the Details Schedule..

'WHS Legislation' means:

- (a) local work health and safety legislation of Ghana;
- (b) the *Work Health and Safety Act 2011* (Cth) and the *Work Health and Safety Regulations 2011* (Cth); and
- (c) any corresponding WHS law as defined in section 4 of the *Work Health and Safety Act 2011* (Cth).

'World Bank List' means the list of organisations maintained by the World Bank in its "Listing of Ineligible Firms" or "Listings of Firms, Letters of Reprimand" posted at:
<http://www.worldbank.org/en/projects-operations/procurement/debarred-firms>

SIGNED AS AN CONTRACT

SIGNED for and on behalf of the
COMMONWEALTH OF AUSTRALIA
 represented by the Department of Foreign
 Affairs and Trade (ABN 47 065 634 525)
 by its authorised representative:

s 22(1)(a)(ii)

(signature of authorised
 representative)



s 22(1)(a)(ii)

Chargée d'Affaires

06 May 2022

(print name and position)

(date)

In the presence of:

s 22(1)(a)(ii)

(signature of witness)

s 22(1)(a)(ii)

(print name of witness)

06 May 2022

(date)

SIGNED for and on behalf of the
ACT ICT GHANA LIMITED by its authorised
 representative:

s 47F(1)

(Roy Chay)

06 May 2022

(date)

In the presence of:

s 47F(1)

(signature of witness)

s 47F(1)

06 May 2022

(date)

ATTACHMENT 1 – SERVICE REQUIREMENTS

INTRODUCTION

This attachment describes the technical requirements for new and replacement Closed Circuit Television (CCTV) security systems at all Australian Department of Foreign Affairs and Trade (DFAT) international locations. It outlines the accepted equipment and methods to achieve consistency of performance across different regions.

This document includes nominated products, their typical connections, and their typical installed locations. It also provides guidance on the implementation of the equipment, such as preferred camera viewing angles and users' CCTV monitor configurations.

Contractors providing new and replacement CCTV security systems **must** review this document in conjunction with any supporting tender drawings and documentation that show required coverage areas and monitoring point layouts for the project. All CCTV designs, installations and maintenance must meet the specification or seek DFAT approval to diverge from the guidance and requirements provided in this specification.

1. OVERVIEW

1.1 GENERAL

The Australian Department of Foreign Affairs and Trade (DFAT) is updating its international CCTV systems to a standardised digital platform using the Geutebruck¹ Video Management System (VMS).

New digital cameras will connect to and be recorded by Geutebruck Network Video Recorder appliance(s) at each Departmental location. Each recorder(s) will be capable of connecting to the Department's video management data network in an approved manner for remote management of CCTV security systems and remote viewing.

Local DFAT CCTV users will view live and recorded images through multiple monitors connected to a Geutebruck G-VStation workstation appliance.

All equipment **must** be selected from this Specification's Approved Products list.

¹ <https://www.geutebrueck.com/>

1.2 DEFINITIONS

The following definitions are used throughout this document:

1. The Department is the Australian Department of Foreign Affairs and Trade (DFAT) who is also the customer.
2. A location is the Department's premises. Examples are Embassies, High Commissions, Official Residences and Residential Compounds.
3. Contractor is the party responding to this tender who is responsible for the supply, installation, programming, configuration, testing, commissioning, warranty, and all other activities listed in this specification. The Contractor must also include all other materials and labour at their own cost to deliver an operational CCTV system that meets the Department's needs.
4. The term provisioned means the purchase/supply of equipment and its installation, configuration, testing, commissioning, documentation, and all associated works.

1.3 SCOPE OF WORKS

The Contractor shall design and provision a CCTV system that meets the requirements of this specification. The Contractor's design shall adapt the Department's typical arrangements, as described in the Appendices, to the specific needs of the location in scope. This may include special requirements provided by the Department. In particular, the Contractor's design should optimise equipment mounting locations that achieves the Department's objectives in a practical and aesthetic way. The Contractor should highlight any CCTV system risks or gaps that this specification does not address, offering solutions to the Department. Major CCTV system components to be provisioned by the Contractor should include, but is not limited to, the following:

- CCTV camera(s)
- Data networking devices
- Cabling and termination fixtures
- Equipment racks/enclosures
- Network Video Recorder(s)
- User PC workstation(s) with monitors
- Wall monitors and their decoders
- Building power supplies with backup UPS devices
- Electrical surge protection

1.4 SYSTEM DRAWINGS

A simplified drawing at Figure 1 below shows a typical DFAT CCTV system that is the subject of this specification as well as proposed installation sites for this contract at Figures 2A and 2B. More detailed examples of the typical system components, architecture, and data connections are included at Appendix 2.

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Figure 2A A simplified schematic of the proposed CCTV System for the Australian High Commission in Accra

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Figure 2B A simplified schematic of the proposed CCTV System for the Australian High Commission in Accra

2.1 DESIGN

This specification centres on the Geutebruck VMS and IP cameras from Axis Communications². Appendix 2 identifies the typical interconnection of system components. The Contractor is encouraged to suggest in their offer any improvements, or highlight any deficiencies, to better suit the local site's conditions and environment. These will be considered by the Department.

CCTV projects may be a new installation or a replacement of an existing CCTV system. At some locations, the existing CCTV may have ongoing value, such as recently installed cameras. The Contractor may include an alternative bid (only when also offering a compliant bid) justifying the re-use of some components (cameras, equipment racks/enclosures, cabling, PCs, Geutebruck NVRs). Any re-used cabling must be warranted by the Contractor as meeting the requirements of this specification for the Warranty Period.

Other than UPS connections described in this document, no high-level interfacing with other security systems (such as alarm or access control) is required.

2.2 VIDEO MANAGEMENT SYSTEM

The Geutebruck VMS shall be used for all new and replacement CCTV system projects.

² www.axis.com

The VMS shall be deployed using one or more of the Geutebruck Network Video Recorder (NVR) appliance(s) listed in the Approved Products at Appendix 2.

Each NVR will record CCTV imagery with client PCs used for local viewing, playback, and exporting. These systems will connect to the Department's Wide Area Network (WAN)³ for remote management and on-demand viewing in Canberra, Australia.

The central Canberra system will use Geutebruck appliances and software for remote viewing and archiving of selected video sequences.

2.2.1 Network Video Recorders

Geutebruck NVR appliances shall be installed in a secure location as indicated on the proposed site drawing(s) or, if not indicated, s 47E(d)

Geutebruck VMS software installed to generic computing systems is **not** permitted.

The model and number of NVR appliances to be used shall be based on the number of cameras (including spare camera provisioning) to be recorded and displayed. At no time shall any NVR's System Resources, during normal error-free operation, exceed 75% of its installed capacity. System Resources include CPU and RAM utilisation, network bandwidth, and data storage capacity.

Each NVR shall be provisioned with spare capacity for future cameras. This shall include spare licenses, System Resource capacity, and integral data storage, to operate at least 20% more cameras than commissioned for the project.

Each Geutebruck NVR(s) will be provisioned with sufficient internal hard disk data storage media to retain camera recordings according to the Camera Recording Parameters (see 2.2.3 below) before being automatically overwritten with new data.

s 47E(d)

³ As of January 2021, the data network for Video Management is under development. Contractors must consult with Diplomatic Security Division on the design of any data network connectivity for a DFAT location.

2.2.2 NVR Configuration

NVRs shall be configured by the Contractor from the default factory settings according to this specification, s 47E(d)

Prior to system commissioning the Contractor shall provide a copy of each NVR's configuration to the Department. The Department may choose to amend the configuration which the Contractor shall incorporate into the system at the Contractor's own cost.

The Contractor shall assign the Internet Protocol (IP) address to devices according to an IP Security Device Schedule provided by the Department.

A backup of each NVR's configuration must be created at system commissioning and supplied with the system's documentation on a labelled portable USB storage medium and given to the Department's authorised representative.

2.2.3 Camera Recording Parameters

The NVR shall be configured to record cameras according as follows:

- Camera recording resolution: Maximum provided by the camera model
- Continuous (not motion-triggered) recording images per camera, per second: 12
- Alarm condition recording images per camera, per second: 25
- Recording retention before being overwritten: 31 days
- Recording video compression type: H.265 (where available), otherwise H.264
- Camera-specific compression algorithms accepted (e.g. Axis Zipstream): Yes – when fully supported by the VMS.
- Compression: Each camera's compressed video (visual) resolution setting shall not be less than 75% of the camera's maximum visual resolution quality level.

2.2.4 User Management

Users will be granted access to the CCTV system according to their approved role.

The NVR shall be configured with the following password-to-access role definitions:

Table 1 CCTV System Access Privileges

Roles	Typical Users	Privileges
Guard	Security Guard	View live only/PTZ
Supervisor	Security Supervisor	View live/replay/export/PTZ
Installer	Installation Technician - configuring the system	All Configuration, view live/replay/PTZ
Commissioning Technician	Commissioning Technician - conducting witness tests	View live/replay/export/PTZ
Maintenance Technician	General Maintenance Technician	View live/replay/PTZ
System Admin	Department Security Technical Authority (Canberra)	All permissions

2.3 ALLOWABLE PRODUCTS

Only equipment listed in Appendix 1 shall be used. Appendix 1 also indicates the typical applications of the equipment and whether alternative products may be offered should a nominated product not be available for sale in the location or is impractical for use at the location. In these circumstances, the prospective Contractor must justify why a substitute product is being offered.

Alternative products must:

- Meet or exceed the performance specifications of nominated equipment models.
- Be suitable for non-domestic continuous use.
- Not be manufactured by an organisation prohibited by the Department.
- Be new, free of defect, and provided with at least twelve (12) months warranty.

The Department will not negotiate or otherwise advocate on behalf of Contractors with product manufacturers or their suppliers.

2.3.1 Equipment Quantities and Locations

The Contractor's quotation/tender response shall include site and floor plan drawings showing the proposed arrangement of devices and their models. The quantity and arrangement of devices should reflect the Department's typical arrangement sample(s) shown at Appendix 2. The Contractor shall refine their proposed equipment quantities and locations with the Department prior to their installation.

2.4 ANCILLARY ITEMS

The Contractor will supply all other ancillary items and deliver a complete, operational system.

3. GENERAL SPECIFICATIONS

3.1 OVERVIEW

The installation of the CCTV system must comply with these requirements to achieve a uniform installation method with predictable results and simplified ongoing support.

The Contractor must give effect to this specification by supplying and installing all other items to achieve a connected and operationally functional system that:

- Reliably records all camera streams.
- Is easy for local trained DFAT users to operate the system.
- Is successfully connected to the Department's WAN⁴.
- Meets the Department's requirements, as evidenced by their written Project Acceptance at the project's conclusion.

This specification is intended for use on any Department location regardless of its size. Please refer to the drawings within the appendices that show differences in equipment dimensions and quantities for locations having single and multiple floors.

3.2 SYSTEM CONFIGURATION

The Contractor shall configure all equipment according to this specification or according to any direction given by the Department. Any specified configuration information that is incomplete, impractical, or unclear should be referred to the Department for guidance.

The Contractor shall export all device configurations (including but not limited to user workstations, camera settings, data network switch settings) to a suitably labelled portable media USB device and provide this to the Department.

The Contractor shall not remove configuration files of the CCTV system off the site.

3.3 SPARE PARTS

Nominated spare parts shall be supplied by the Contractor as part of the project. Details of these assets, including serial number(s), shall be given to the Department. The spare parts must be in new good condition, in the manufacturer's original packaging, and fully compatible with installed components. The spare parts must not be installed or otherwise connected to the operational system. If these parts are utilised during the DLP period, then they shall be replaced with new items.

⁴ As of January 2021, the data network for Video Management is under development. Contractors must consult with Diplomatic Security Division on the design of any data network connectivity for a DFAT location.

The spare parts must include:

- Two (2) hard disk drives for CCTV main archive recordings.
- One (1) spare of all camera models installed.
- One (1) spare network switch.

3.4 TIME SYNCHRONISATION

Any security devices that have an adjustable time clock that supports Network Time Protocol (NTP) must time-synchronise with a Department-approved, common network time source using Network Time Protocol.

The Contractor shall supply and install a Global Positioning System (GPS) device that outputs a compatible NTP signal. The GPS shall be installed to a secured internal location. Where this location does not achieve a GPS lock then a suitable antennae extension must be added.

3.5 POWER CABLING

All cameras shall be powered using the Power over Ethernet (PoE) method conforming to IEEE⁵ 802.3at 2009 (PoE+) or 'high power' PoE power supplies from the cameras' manufacturer designed for the installed model(s).

Any high voltage (greater than 48v) cabling and power supplies must be provided by persons qualified and licensed to do so under local legal jurisdictional laws. A copy of any Certificate of Compliance required by local laws shall be included by the Contractor in the project's As-Built documentation.

3.6 COMMUNICATIONS CABLING

All cabling shall be installed according to the cable manufacturer's recommendations.

All cabling shall be installed neatly and be protected from environmental and physical risks.

All cabling shall be of a uniform manufacturer and model/part.

All cabling shall comply with building owners' specific regulations and preferences (the Contractor is to identify these).

Cabling shall be installed parallel or at right angles to building elevations.

Cabling shall connect to the nearest communications node. This is typically on the same level as the cable being installed – refer to the appendix drawings for more information.

All indoor horizontal camera cabling shall be CAT 6 (blue-coloured cable jacket) conforming to ANSI/TIA-568-C. 1. The total cable length (including any patch leads) shall not exceed 90 metres.

Outdoor cabling installed beneath ground level shall have a gel-filled sheath type and must be installed within protective PVC or steel conduits. Directly buried cabling is not permitted.

xBaseTx Ethernet cabling longer than 90 metres in overall length shall be either:

⁵ <https://www.ieee.org/>

- Extended using an approved Ethernet extender device; or
- Replaced with xBaseFx fibre optical communications. Any fibre/fibre optic cable shall contain at least four (4) spare transmission cores for future needs. Indoor fibre cabling shall be tight-buffered or Riser type; Outdoor cabling shall be loose-tube with suitable rodent protection. All fibre optic cabling shall be terminated into suitably protective enclosures. Other than patch leads at the camera and network connection no cable joins or junctions are permitted.

Contractors must be experienced with supplying and installing all nominated cable and must comply with local ordinances/codes/laws.

Every cable must be terminated and tested with an approved cable testing device and achieve a pass/successful result. All test results from the cable testing device must be supplied with system documentation. All tests must incorporate connections to the finished termination ports where possible.

Care must be taken not to damage cabling by crimping, pinching, or exceeding the cables' specified bending radius. Damaged cabling may be rejected by the Department and will be replaced by the Contractor at their expense without any extension granted to project time schedules.

All cables shall be labelled within 150mm of cable terminations using labels that are:

- Machine-printed in a sans-serif capitalised font
- Readable without aides
- Indelible
- Cross-referenced with supplied As-built cable schedules

All patch cabling shall match the electrical performance and classification of the cabling being connected. All patch leads must have cable strain relief boots.

Any legacy cabling that does not conform to this specification or serves no purpose shall be labelled at both ends and withdrawn from termination points to the nearest building cavity (in most cases, a ceiling space), neatly coiled without damage, and fixed to the building structure using a dedicated fastener. This alteration shall be reflected on As-Built documentation.

Cabling shall be suitably supported by the following means:

- Catenary wire supporting a density of not more than twenty (20) CAT6 cables affixed using Velcro straps (not ratcheting cable zip ties). Catenary supports shall be securely fixed to building structures. Cables and cable supports must not be fixed to existing cabling, ceiling support, or other building services support structures.
- Metallic cable trays shall be used where the cable bundle density is greater than twenty (20) CAT6 cables.
- PVC conduit of 20mm diameter or greater in any area accessible by the public. All conduit is to be rigid type and securely joined with suitable glue. Continuous conduit runs shall have an inspection junction box installed at intervals of not less than two (2) conduit section lengths and at changes of direction greater than 90 degrees. All conduit on building surfaces shall be affixed using galvanised saddles (not single-sided clips) and non-corroding fixings. Conduit shall be painted to colour match surrounds where required by the Building Owner (Contractor to clarify). Flexible conduit shall only be used for lead-ins to termination points.
- PVC ducting with removable cover/lid within secure internal areas where the total duct length is less than 3000mm.

- Galvanised steel conduit shall be used in areas of impact-risk, such as loading docks, under vehicular driveways where vehicles heavier than 1500kg are expected, and carpark areas accessible to the public.
- Buried conduit shall be either galvanised steel or heavy-duty PVC specifically designed for underground use. Conduit depth shall meet local wiring standards. Buried conduit shall be laid on top of levelled, free-draining coarse aggregate material and covered with continuous plastic warning tape designed for underground use.
- All conduits shall be supplied with a pull-through multi-strand polypropylene rope.

3.7 UNDERGROUND CABLING

Any underground cabling shall be protected using PVC conduits. The aggregate cross-sectional area of cabling within any conduit shall not exceed 60% of the total conduit cross-sectional area. PVC conduits shall be buried at a depth of 550mm below ground level, or as prescribed by local laws/regulations/practices, whichever is the greater depth. Buried communication pits must be installed at intervals not less than 40 metres, at any acute change of direction, and at termination (end) points. A 50mm deep bed of inert soft sand or small aggregate stone shall be laid in excavated trenches to support buried conduits. Any conduit traversing a vehicle driveway pavement shall be galvanised steel in lieu of PVC.

Cable pits and their lids must be rated for the weight and type of traffic above them. Cable pits shall incorporate suitable drainage to prevent flooding.

3.8 CABLE TERMINATION

All termination connectors shall be electrically compatible, and of the same technical performance, as the CAT 6 cable.

CAT 6 cabling shall terminate into:

- 19" rack-mounted patch panels with numbered RJ45 ports at the network connection (head-end).
- A securely fastened PVC box with flush mounted RJ45 port at the remote end (e.g. camera or workstation PC). A short patch lead shall connect from this junction box to the end device. Direct termination of the cable into a RJ45 is not permitted.

3.8.1 Cable Schedule and Labelling

The Contractor shall draft a cable schedule before commencing onsite work for Departmental approval. Each cable shall be labelled at both ends using a permanent, typewritten alphanumeric label that accurately cross-references with an As-Built version of the cable schedule. Any cable testing should also cross-reference the same cable identifiers to clearly show which test result applies to which cable.

3.9 LIGHTNING AND SURGE PROTECTION

Head-end data processing equipment shall be surge-protected from all electrical connections to devices that are not contained within the building structure. This protection includes:

- Data connections
- Utility/Mains high voltage supplies

Approved lightning and surge arrestors shall be used and installed with earthing and as otherwise according to the manufacturer's instruction.

Approved 19" single chassis rack mounted high density surge arrestors shall be used where the number of protected connections exceeds six (6). Individual (modular) surge arrestors may be used for less than six protected connections. These should be neatly wall-mounted in a similar enclosure with a common Earth connection.

3.10 EQUIPMENT RACKS

Dedicated equipment racks shall be used for the CCTV system wherever possible.

Other than the user workstations and field equipment, all head-end equipment is to be mounted into 19" racks of dimensions not less than those described in the drawings.

Network switches and communications termination equipment in Outbuildings (such as a Gatehouse) can be mounted in mechanically locking wall enclosures.

Building (e.g. utility) power supplies shall be reticulated in the rack using vertical power distribution unit(s) (PDU) that are IP-addressable to enable remote power cycling over the WAN. The Contractor shall connect the PDU to the network switch and program accordingly.

19" equipment racks shall be:

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- Securely affixed to floor or walls.
- Constructed out of steel panels with perforations on the front and rear to promote cooling airflow.
- Electrically Earthed.
- Securely locked on each panel with Department-approved and keyed-alike mechanical locks.
- Labelled indicating the rack's function.
- Ventilated using integral fan units supplied by the rack manufacturer to provide a front-to-rear airflow. These fans may be activated by a temperature-sensing circuit.

Equipment racks must contain vertical and horizontal cable support/containment dedicated to communications cabling (not shared with high voltage supply cabling). Slotted cable tray of not less than 150mm shall be fitted to both sides of the rear section for vertical cabling. Horizontal cable management shall be fitted to ensure a neat and functional arrangement. Only Velcro straps shall be used to tether cabling. Cable zip ties shall not be used.

Locally sourced equipment racks must meet or exceed the specifications for the equivalent approved product within Appendix 1.

Any rack environment considered unsuitable for the installation of proposed equipment shall be brought to the attention of the Department as soon as possible with corrective recommendations.

The layout of equipment within 19" racking shall follow the typical installation example at Appendix 1.

Where an existing rack is being re-used then the recommended layout shall be adapted to the approval of the Department. The Contractor must ensure that any re-used items are properly and neatly mounted, and that they are made to conform to this specification.

3.10.1 Service Keyboard/Video/Mouse

Main head-end 19" equipment racks shall be supplied with a retracting/fold-away Keyboard/Video/Mouse (KVM) that is directly connected to the NVR. Where a location has multiple NVRs, suitable KVM switch shall be supplied that allows the KVM to access any in-rack NVR. KVM switch and KVM may be an integrated unit. KVM units may be network enabled.

3.11 DATA NETWORK SWITCH

Data network switches shall be mounted into 19" racks at the prescribed position using the rack-mount adaptors (in other words, not using a shelf to mount the device). Where the switch has dual power supplies each shall be connected to alternate power sources within the rack (where these are provided - such as Essential and Non-Essential building power supplies within the rack). The device shall be powered from a UPS-backed power supply where possible.

Only data communication ports nominated in Appendix 7 shall be used. All other ports shall be disabled via software. If no ports are nominated all ports may be utilised.

The network switch's SNMP MIB file(s) shall be supplied with the softcopy project documentation for later inclusion in SNMP remote health monitoring.

ICT approval must be obtained by the Department prior to any connection to the Department's WAN⁶. This approval may contain several Change-Management activities and conditions that must be met by the Contractor.

Where a larger site has an aggregation of network switches these shall be stacked to form a single logical unit for management purposes. Only cables and connectors provided by the switch manufacturer shall be used to join stacked switches.

Where possible, fibre optic transceivers shall be the SFP type for direct connection to the switch rather than separate modules.

The data network switch shall be configured according to this document and the device manufacturer's latest hardening guides. This shall include the mandatory replacement of default passcodes with Department-approved passcodes meeting the minimum passcode policy requirements.

Connections to network switches shall follow the port assignments illustrated in Appendix 7.

3.12 DATA NETWORK⁶

Where fixed WAN IP addresses are required DFAT will supply these prior to commissioning. All local devices are to be assigned fixed I.P addresses according to the table in Appendix 6.

⁶ As of January 2021, the data network for Video Management is under development. Contractors must consult with Diplomatic Security Division on the design of any data network connectivity for a DFAT location.

3.13 NETWORK VIDEO RECORDER

The NVR shall be mounted into a 19" equipment rack using the NVR's rack mounting brackets at the rack height prescribed in this document (refer to Appendix 3).

An identifying label shall be affixed to the front of the unit(s) in a permanent, machine-printed label.

Only approved network connections described in Appendix 7 shall be used.

The NVR's power supplies must be compatible with the building/utility supply voltage and frequency.

The NVR's dual power supplies (if fitted) shall be connected to different power supply circuits with one connected to a building's generator-backed up supply. The NVR shall be powered from a UPS-backed power supply - refer to Appendix 2.

The NVR must be configured according to the requirements of this specification and the manufacturer's latest published Hardening Guide (where not in conflict with this document). This configuration shall:

- Adopt the approved camera-naming convention provided by the Department.
- Only load the operating software system and applications to the SSD storage.
- Not exceed the performance ceiling prescribed in this document.
- Record cameras according to the Camera Recording Parameters (see 2.2.3 above).

A backup software image of the User Workstation PC shall be created and exported to a portable medium to be left onsite. This can be used for rebuilding the device's function if needed in future.

3.13.1 System Health Check

Each NVR will be loaded with Geutebruck's System Health monitoring agent software. This will communicate⁷ with the Geutebruck server in Canberra, Australia to report health status of the recording system and communicate any system performance alarms.

As part of the pre-commissioning checks (and after WAN communications have been successfully verified), the Contractor shall liaise with the Department's authorised representative to confirm successful remote health monitoring in Canberra of the system being installed.

3.14 POWER SUPPLIES

3.14.1 Extra Low Voltage

Where possible, extra low voltage (less than 50V) supplies shall be used throughout to power CCTV equipment, to be provided using the 802.3x Power-over-Ethernet standard wherever possible.

⁷ As of January 2021, the data network for Video Management is under development. Contractors must consult with Diplomatic Security Division on the design of any data network connectivity for a DFAT location.

3.14.2 High Voltage

Some departmental facilities may have multiple high voltage building supplies. These may have an onsite generator backup for when the utility/grid fails (an essential circuit). Where possible, the CCTV equipment shall be powered by an Essential circuit.

In addition to connection of the Essential circuit, alternative building power supply circuits may be directly connected to a Power Distribution Unit (PDU) for connection to devices' secondary power supplies.

Contractor is required to provide all additional power circuits and wiring to the new racks.

3.14.3 Power Conditioning

Building power supply circuits to the CCTV system's head-end rack shall be filtered using passive surge-protection devices listed in the Approved Products list. These devices must be electrically earthed in accordance with the manufacturer's recommendation as applicable to the installed legal jurisdiction.

3.14.4 Uninterruptible Power Supplies

Uninterruptible Power Supplies (UPS) must be used to power the locations CCTV system including:

- The NVR
- Data network switches
- Client PC

Only online UPS types where the electrical load is supplied from the UPS batteries that are continually recharged is permitted for use with head-end equipment (such as the NVR, core switch, etc.). Line-interactive types that switch from the building supply to batteries may only be used for floor-distributer network switches and client PCs.

All UPSs must power connected equipment for at least 20 minutes at normal load.

The UPS powering head-end equipment shall be fitted with a 19" rack-mounted bypass switch of the same manufacture as the UPS. This shall allow the manual bypassing of the UPS for servicing, routing the building supply directly to the rack PDU.

UPSs must connect with NVRs and PCs and be programmed such that:

- Building supply power loss alarms are communicated with audio and visual indicators to the CCTV operator console.
- These devices automatically shut down when the residual backup power in the UPS is less than ten minutes at normal load.
- The NVR and all workstations must be configured to automatically start/boot and run the Geutebruck NVR software on the resumption of power following a power loss.

3.15 CAMERAS

All cameras are to have new data cabling - existing cabling may not be used unless it has been tested to meet all performance, installation, and testing requirements listed in this specification. Test reports proving adequate CAT 6 performance of existing cabling shall be supplied by the Contractor for approval by the Department before works commencement and must be included with As-Built system information. Any existing data cabling that fails to meet the CAT 6 standard shall be replaced by the Contractor at their cost.

All cameras shall be powered using Power over Ethernet. High power consumption devices, such as Pan/Tilt/Zoom (PTZ) cameras, shall only use Power-over-Ethernet injectors manufactured or approved by the camera manufacturer. PoE injectors should be installed within a wall mounted enclosure at wiring aggregation points and powered from a UPS-backed source. The enclosure must be suitable for the environment it is located in and may be outside if required.

Only approved camera models shall be used – refer to the List of Approved Equipment Appendix 1.

Cameras shall be supplied with a 32GB SD card where supported by the camera model. The camera shall be configured to record two (2) images per second at a resolution of 720p or higher onto the SD card in the event of failed communications with the NVR.

Unless specified by the Department, the camera model for each application should be proposed by the Contractor for approval by the Department. Only models suitable for the intended application shall be used having regard to environmental protections and scene requirements.

Low-bandwidth compression technologies such as Axis' Zipstream may be used.

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Panoramic or multiple fixed cameras are preferred over Pan-Tilt-Zoom models.

Cameras must be installed according to the manufacturer's recommendations and the manufacturer's latest published Hardening Guide (excepting references that conflict with this document). All cameras should connect to the NVR using encrypted data communications. Manufacturer's default passcodes must be replaced with unique values and recorded in As-Built information.

All cameras must be securely mounted to locations that are optimised for the intended view of the scene. Care shall be taken to avoid unnecessary locations that experience strong backlighting.

Camera mounting locations should assist future service tasks by avoiding difficult-to-access locations (for example, in close proximity to moving vehicles, very high locations, or obstructed by fixtures and furniture) where alternative locations are available.

Camera locations that are susceptible to accidental or malicious damage should be avoided.

Only camera mounting adaptors manufactured by the camera manufacturer shall be used. Unless required by the Department, the finish of the manufacturer's part shall not be painted.

Only non-corrosive fixings shall be used.

Consideration shall be given to complementary artificial lighting which should illuminate the target scene. There should be at least 2000mm separating luminaire and camera mounting positions.

Camera make, model, and serial number detail must be recorded to the As Built mounted position.

Prior to mounting cameras, the Department's local authorised representative shall be briefed on the intended camera locations and their mounting.

Where required by local ordinance/laws, appropriate signage shall be supplied and erected by the Contractor subject to approval by the Department's local authorised representative.

Cable entry to camera housings must be suitably protected from mechanical damage and environmental factors (UV exposure, water ingress).

Cameras must be assigned logical names according to the Department's Approved Device Naming Nomenclature as detailed in appendix 8.

The Contractor shall supply and install the camera manufacturers' software management utility to the User Workstation. Logical access to this software shall be password restricted.

The cameras' firmware shall be updated to the latest stable manufacturer's release prior to system commissioning. The version of firmware must be recorded in the As-Built system documentation.

Cameras shall be positioned and focussed to give a similar field-of-view for distinct areas as illustrated in Appendix 4, Appendix 5, or as otherwise instructed by the Department.

3.15.1 Camera Field of Views

A system drawing of the installation locations of cameras including their field of view is to be provided to DFAT by the contractor for approval by its representative, namely a Regional Security Officer, Post Security Officer, Head of Mission or Senior Administrative Officer. Approval of this layout is required to satisfy clause 4 of the Contract.

The camera model selection and their field-of-view orientation shall achieve the Department's generalised objectives in Table 3 below according to the visual resolutions detailed below in Table 2. The Contractor should consider the typical equipment locations included in Appendix 4.

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Indicative field-of-views correlating with the Observation Categories in Table 2 are shown in Appendix 5.

Table 3 Typical surveillance scenarios and applicable field of views.

Typical CCTV Surveillance Scenarios	Applicable Field of View Categories	Additional Performance Notes
Building entries and exits	Identify	Coverage to be both sides where entry/exit forms the part of the site's perimeter.
People passing through 'choke points' such a sally port, man trap.	Identify	

^a The Contractor shall verify that the visual resolution has been met by supplying an exported image and pixel-count calculations with commissioning 'As-built' documentation.

Typical CCTV Surveillance Scenarios	Applicable Field of View Categories	Additional Performance Notes
People in public waiting areas (such as screening, waiting areas, interview rooms).	Recognise	
People at the location's external perimeter.	Observe	Cameras should always be positioned so there their fields of view overlap and each camera covers another so that someone cannot exploit a dead spot between cameras.
People accessing Key Assets (such as vehicles or electrical generators)	Observe	
Vehicles in the street frontage	Observe	
Vehicles entering the site	Recognise	Vehicle registration shall be readable 24/7.
Staff vehicle onsite parking bays	Detect	
People approaching the building from usual site boundary entrance(s).	Observe	Coverage should enable surveillance from entering the site perimeter into a building.

3.15.2 PTZ Camera Programming

PTZ cameras shall be programmed in consultation with the Department. This shall confirm the correct settings for:

- Automated Home or default field of view.
- Camera pre-set field of view positions.
- Periodic tour sequences, whether activated automatically (such as in response to an alarm or timer) or manually by a CCTV operator.

3.15.3 Video Analytics

The Contractor shall allow within their pricing to licence and configure in-camera video analytics, or as otherwise requested in this specification. This configuration shall be done in consultation with the Department's nominated representative to select, configure, and optimise these features for one or more operational scenarios (e.g. public operating hours, after-hours, etc.). This includes but is not limited to:

- Detection of loitering events.
- Virtual tripwire to detect access into sensitive areas.
- Motion detection.
- Camera tampering detected by a change in the field of view, or by other means (such as over-exposure to light).

Video analytic alarm activation must be configured to:

- Trigger both audio and visual alarms on local CCTV user workstation(s).
- Bookmark NVR camera recording(s) for relevant cameras.

3.16 CAMERA POLES

Cameras that are not attached/mounted to an approved permanent structure must be mounted to a dedicated CCTV camera pole. The camera pole(s) must be approved for use by the Department and shall be:

- Structurally suitable for the intended application and its supporting equipment.
- Installed according to the manufacturer's specification.
- Not higher than six (6) metres above normal ground level.
- Hinged at the pole's balance-point to enable one person to lower the pole's head for servicing. A braided nylon rope of not less than 10mm diameter shall be securely attached to the pole for lowering and raising.
- Suitably high to avoid vandalism or tampering.
- Suitably rigid such that the pole, with all mounted equipment, has a maximum wind deflection of 10mm.
- Manufactured from galvanised steel octagonal section.
- Coloured with a powder coated finish (colour to be prior approved by the Department). If no colour is specified, then dark grey.
- Electrically earthed with a dedicated Earth ground stake and cable connection to an earthing point on the pole.
- Supplied with mounting and footing accessories from the pole's manufacturer.
- Offered with foundation/footing specifications and mechanical shop drawings signed by a qualified structural engineer confirming suitability for the intended installation location.
- Resistant to corrosion, using only stainless steel or galvanised components.
- Resistant to water ingress.
- Designed for conduit cable entry from the ground into the base of the pole. Conduits shall protrude at least 300mm above normal ground level into the pole.
- Fitted with internal equipment flat bar mounting tabs welded in place by the pole manufacturer. This shall be accessible from an external inspection no higher than 1000mm above the base of the pole. The access hatch must use tamper-resistant fixings.

3.17 USER WORKSTATION(S)

Two local Geutebruck User workstation appliances are to be provided to view live and recorded images. The first workstation is to be located in the Department's Controlled Area Data Room and the second workstation is to be installed in the Senior Administrative Officers (SAO) or Deputy Head of Mission (DHOM) office (to be confirmed at each location). Each User workstation shall have two (2) desktop-mounted LED monitors of 1080p resolution and HDMI connections or equivalent.

Workstations shall connect to an essential building utility/mains power source where possible and shall be supplied by the Contractor with a line interactive UPS providing 20 minutes of normal operation in the event of a mains power failure.

The workstation shall be mounted to a location that is:

- Unlikely to be damaged by the operator
- Convenient to the users' workspace
- Not susceptible to dust build-up
- Suitable for cable reticulation to the monitors and peripherals
- Secure from opportunistic theft

The workstation shall carry a permanent, machine-printed typewritten label according to the Department's Device Naming standard as detailed in Appendix 8.

The Workstation monitors shall be of uniform make, model, and size. These shall be mounted to the Users' desk by approved, single-post adjustable monitor mount - refer to the List of Approved Products for acceptable models, Appendix 1. Cabling must be neatly arranged and recessed inside mounts where possible. Under-desk cabling shall be restrained and concealed using suitable slotted PVC covered/lid ducting. Only manufacturer-prefabricated joins and corner-connectors shall be used.

The Geutebruck PTZ joystick, where specified, shall be direct connected by USB to the User Workstation.

The QWERTY keyboard and optical mouse peripherals shall connect to the user Workstation by direct USB connection. These shall be direct cabled to the PC (not wireless).

The Users' Workstation monitor content will be configured according to best practice, or as otherwise directed by the Department. If no example is provided, then the following configuration shall apply:

- The left-hand-side monitor shall be dedicated system controls, device navigation, primary video tile, and video playback/export processes.
- The right-hand-side monitor shall either display live or recorded video. A maximum of sixteen multi-screen tiles shall be used to monitor live images.
- Alarms shall be prominently displayed on the left-hand-side monitor.

The default language of the User Workstation shall be set to the local language if supported by the software, otherwise it shall be English.

A backup software image of the User Workstation PC shall be created and exported to a portable medium for configuring the device if needed in future.

3.18 DISPLAY MONITORS

Monitors installed to public or back-of-house areas shall display cameras in a single or quad-tile arrangement (a sequencing display shall not be used). The monitor shall be rated by the manufacturer for continuous operation at least sixteen hours per day.

A video decoder device shall be programmed to display video stream(s) directly from desired cameras (in other words, independently from the NVR). The video decoder shall be powered using Power-over-Ethernet where possible.

Referred to Appendix 1 for approved monitor and decoder devices.

All power and signal cabling shall be neatly concealed, using either the wall cavity or pendant pole as a cabling pathway. Where no wall cavity exists (for wall mounted monitors) then suitable indoor-style cable ducting shall be used to protect and conceal cabling. Only prefabricated ducting joints/bends shall be used.

3.18.1 Mounting

Display monitors shall be wall-mounted where possible. Where this is not possible then pendant-style mounting is permitted. In all cases the mounting method must securely hold the monitor.

Monitor mounting brackets must be suitable for, and compatible with, the model of monitor and not require any modification. Mounting brackets must be installed in accordance with the manufacturer's recommendations.

The brackets shall be a similar colour to the monitor and shall be tilted/panned where needed for optimum viewing.

The video decoder device shall be securely affixed either to the rear of the monitor (for pendant mount applications), or to the wall behind the monitor (wall-mounting monitors).

For wall-mounted monitors, the supplying power outlet shall be concealed behind the monitor for aesthetic purposes. For pendant-mounted monitors the power outlet may be mounted to the underside of the ceiling.

4. GENERAL PROVISIONS

4.1 SITE ACCESS

The Contractor must comply with any site access restrictions as identified by the Department. Any other restrictions from 3rd parties shall be brought to the attention of the Department.

4.2 FREIGHT

All costs, including freight, taxes, and import or export duties, for any item on the Approved Product List, is the responsibility of the Contractor.

4.3 USER TRAINING

The Contractor shall provide the following face-to-face onsite training instruction to local Users:

- Two (2) hours with local security personnel (general user) in groups not exceeding five (5) people (in other words, additional sessions will need to be included where the number of trainees exceeds this number).
- Five (5) hours with local security personnel (non-general user) in groups not exceeding three (3) people (in other words, additional sessions will need to be included where the number of trainees exceeds this number).
- The Contractor shall supply training materials in two (2) hard copies and one PDF softcopy that covers instructions given during the User Training sessions.

4.4 DECOMMISSIONING

For projects that replace existing equipment the Contractor is responsible for the removal and preservation of that equipment. Decommissioned equipment shall be labelled denoting where the part was located. A

typewritten schedule of all decommissioned components shall be given to the Department and stored according to their instruction.

The Contractor shall dispose of any equipment as advised in writing by the Department. Any Department-identifying information and removable media must be erased or removed to the satisfaction of the Department.

4.5 SYSTEM DOCUMENTATION

The Contractor must provide all documentation about the CCTV security system's installation and commissioning fourteen (14) days prior to the appointed project User-Acceptance sign-off. This documentation must be in Microsoft Word format and be complete, comprehensive, and neat.

The Contractor shall provide one (1) electronic copy⁹, two (2) printed copies (written in English) of the system's documentation in 4-hole bound folders having the following document divisions and associated details:

- Project Summary
 - Project title
 - Site location, site reference (if any)
 - Installation company, address and contact details
 - DFAT site contact name details
 - Date of system acceptance by the Department
 - Warranty expiry date
- System Passcodes
 - Removable sheet to be handed to an authorised Departmental representative
- System Description
 - The number of cameras, their locations, the number of NVRs, power supply arrangements
- System Equipment
 - Make, model, variant, serial numbers, firmware version (if applicable)
 - Assigned Departmental Asset identifiers
 - Photographs of each installed device notated with identifying information
- Commissioning Test records
- Cable schedule linking unique cable label identifiers with graphical cable route and destination description
- IP address schedule
- One or more photographs¹⁰ having a resolution of at least 5 megapixels showing:

⁹ In both Microsoft Word and Adobe-compatible PDF file versions

¹⁰ Approval is required from the Department's Post Security Officer (PSO) before taking photographs.

- The mounting of each camera in the system
- Cable pathway access (both internal and external)
- Finished wiring aggregation closets and server rack wiring
- The location of the server rack(s) within a room
- Any camera poles in normal and service configurations
- Any custom/bespoke mounting brackets
- Exported system files including:
 - Each camera's recorded field-of-view (both day and night times) including target objects within the scene (e.g. people, vehicles)
 - Ten (10) seconds of exported video recording from each camera featuring target object(s) moving in their intended direction
 - Server log
 - Server configuration
- As-Built drawings
 - Installed system architecture
 - Cable pathways
 - Equipment locations shown by unique identifying information
- Manufacturer Information
 - Product brochures for key items (NVR, workstation, peripherals, cameras, network devices)
 - Installation and Commissioning manuals
 - Maintenance manuals
 - Warranty registrations

All site-specific information contained in the System Documentation shall be marked OFFICIAL in centred, red-coloured uppercase font on pages' header and footer.

4.6 INSPECTION HOLD POINTS

Some installation activities require interruption for verification by an authorised Department representative. Advance notice of not less than five (5) normal working days shall be given to the Department to verify the following activities:

- The final locations of cameras to be installed prior to camera fit-off.
- Confirmation of correct cable types prior to its installation.
- Any ground trenching or other excavation prior to in-fill.
- Cable containment/support infrastructure prior to closure of ceiling/inspection access.

4.6.1 Certified Structural Design

The Contractor must submit plans for any freestanding support or structure that isn't a nominated product in Appendix 1, or is a bespoke design, for approval by the Department before installation of the same. The submitted plans must be certified by a qualified engineer in a relevant discipline.

4.6.2 Regulatory Compliance

The Contractor shall at all times comply with the laws and regulations of the installation's legal jurisdiction. Evidence of this compliance shall be recorded in the CCTV system documentation and brought to the attention of the Department.

Regulated activities shall only be performed by persons suitably qualified and licensed to do so.

4.6.3 Work Health and Safety

The Department strives to provide a safe working environment for all staff, contractors, and visitors. The Contractor shall support this aim by adopting policies and procedures that are effective in achieving the safe installation and commissioning of this system. Further, the Contractor shall apply safe-design principles throughout its work, having in mind the protection of people in the short and long term.

The Contractor must comply with all safety instructions, guidelines, and laws applicable in the legal jurisdiction of the work being done, the Department's own directives, and any site-specific Building Owner instructions.

All work must be done by persons who are competent and experienced in the tasks being performed. A risk assessment must be conducted and recorded by the Contractor, addressing all known hazards.

Any work being done onsite should be planned with and authorised by the Department. This planning should address all risks including, but not limited to, environmental and obstruction hazards (for example, dust, noise, tripping, traffic changes, etc.).

All equipment must be installed in a manner that promotes safety to all persons and incorporates 'safe design practices' (for example, selecting alternative equipment mounting locations that promote better safety).

4.6.4 Waste

The Contractor must leave the site clean and tidy at the end of each day. This includes the removal of all rubbish. Any operational work areas (such as staff desk surfaces, equipment) affected by dust must be cleaned as soon as possible. All waste must be recycled where possible.

All references to the Department or its personnel shall be removed from all packaging (both recycled and non-recycled waste) prior to leaving the site.

4.6.5 Make Good

The Contractor must take all precautions and preventative measures to protect the building and surrounds from damage during the project. The Contractor shall remedy any damage however caused through their activities to the satisfaction of the Department. The Contractor is responsible for patching and painting incidental damage/marks to existing building finishes.

4.6.6 Onsite Conditions

The Contractor shall conform to any site-specific restrictions on activities as advised by Department personnel or the Building Owner. Care must be taken not to interfere with the normal business operations of the Department.

Any activities creating elevated levels of noise, dust, pollution, odour, or otherwise distracting, shall be conducted after normal operational hours of business, or otherwise with the approval of Department's authorised representative.

4.6.7 Equipment Condition

All equipment supplied as part of the works must be unused, free from damage or defect, and of uniform manufacture. All equipment shall be delivered to site in the same packaging issued by the manufacturer.

4.6.8 Warranty Period

The Contractor must provide the following warranties in favour of the Department:

- Twelve (12) months on the Contractor's workmanship (and any sub-contracted works).
- Twelve (12) months on all supplied equipment, or the period usually offered by the manufacturer, whichever is the longer duration. Any warranty registration of the installed equipment shall be done by the Contractor.

The Warranty Period shall commence when the Department has accepted in writing that the completed works are free from defect (following system commissioning).

Any defects that occur during the Warranty Period shall be rectified within two (2) days or as otherwise agreed in writing by the Department.

5. TESTING AND VERIFICATION PROCEDURES

5.1 GENERAL

Any parts that are pre-commissioned must be tested for correct operation and the results supplied with the equipment prior to transportation to a remote location.

The entire CCTV system shall be tested prior to the formal Acceptance Testing conducted with the Department's nominated representative. Once this pre-acceptance testing has been documented and completed – which must be declared to the Department - the system must operate fault-free for a period of seven (7) days. If the system does not operate fault-free during this period the Contractor shall rectify, at its own cost, the issues and repeat the pre-acceptance test which will begin another fault-free period cycle.

Once the Department has confirmed the fault-free period expiration the formal Acceptance Testing shall be scheduled at the Department's preferred date/time (which may be after normal operating hours of the facility). The Department's representative must witness the Acceptance Testing and co-sign the results with the Contractor.

All pro-forma test commissioning forms shall be pre-approved by the Department and fully completed by the Contractor. All test sheets must be written in English and be legible to the Department's representatives.

The test sheets shall be supplemented by any machine-generated testing apparatus reports (for example, cable integrity and performance tests).

6. COMMISSIONING INSTRUCTIONS

The Contractor has full responsibility for commissioning all components of the completed, operational CCTV system. This commissioning shall demonstrate that the Department's CCTV objectives for the location are met, which includes:

- The specified capacities have been delivered.
- The system operates with stable performance.
- All requested features are suitably configured.
- Backup and redundancy measures work as intended.
- Clear CCTV imagery that is optimised for the target scenes.
- System Users are trained to operating the CCTV system in the optimal manner.
- A uniform approach to the system's installation and configuration, as detailed in this specification, has been achieved.

The Contractor shall supply proposed commissioning pro-forma documentation examples to the Department for their approval at least fourteen (14) days prior to the agreed commissioning (witness) testing date. The Contractor shall amend and adopt these at no cost to the Department as instructed. Commissioning results shall be included by the Contractor into the final System Documentation. Commissioning shall follow a logical sequence approved by the Department. Commissioning documentation must include As-built information.

7. SYSTEM MAINTENANCE

The Contractor shall provide planned preventative maintenance during the first year (the Maintenance Period) from commencement of the Warranty Period. This maintenance shall include but not be limited to tasks listed in section 7.1 Maintenance Tasks and shall be completed at a minimum on a quarterly basis or as agreed by DFAT.

The Contractor shall also offer the Department a repair/rectification service during the Warranty Period.

Only cleaning materials/aids and techniques recommended by the equipment manufacturer shall be used.

Attendance for completing maintenance activities must be co-ordinated with the Department at least four weeks in advance.

7.1 MAINTENANCE TASKS

The following maintenance tasks shall be completed during the Maintenance Period:

- Directly inspect the condition of all installed equipment and confirm satisfactory mounting and condition. Identify and report any hazards or unexpected damage or system connections in the written report.
- Review each camera's video output and confirm it matches the commissioned field of view.
- Review day and night versions of each camera's imagery and confirm:
 - No environmental changes have occurred since commissioning/last service that impedes the cameras' performance.
 - Low-light performance remains satisfactory.
- Clean all exterior cameras.
- Clean any cameras installed within the structure of a building where the housing appears dusty/dirty, or the camera's output visual quality is diminished.
- Confirm the successful operation of any interfaces with other equipment such as:
 - UPS automated power shut down
 - Time synchronisation devices
 - Low-level alarm inputs
- Confirm all viewing locations are operating as intended (e.g. user workstations, standalone monitors, in-rack keyboard/video/mouse devices).
- Clean all user workstation peripheral devices and monitors.
- Confirm all NVR systems are operating error free, noting any exceptions.

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- At the Contractor's cost, renew any local regulatory licenses applicable in the installation's legal jurisdiction.
- Export to a portable USB media data file to the Department for:
 - System log files
 - NVR configuration
 - Workstation configuration
- Provide the Department's authorised representative with a typewritten report in English that confirms who and when the above activities were completed for each system component.

APPENDICES

Appendix 1 APPROVED PRODUCTS LIST

The following list are parts approved by the Department for use with new CCTV deployments. Only Department-approved items of equivalent or superior performance can be proposed by Contractors.

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¹¹ Note the requirements around valid substitutions and approvals.

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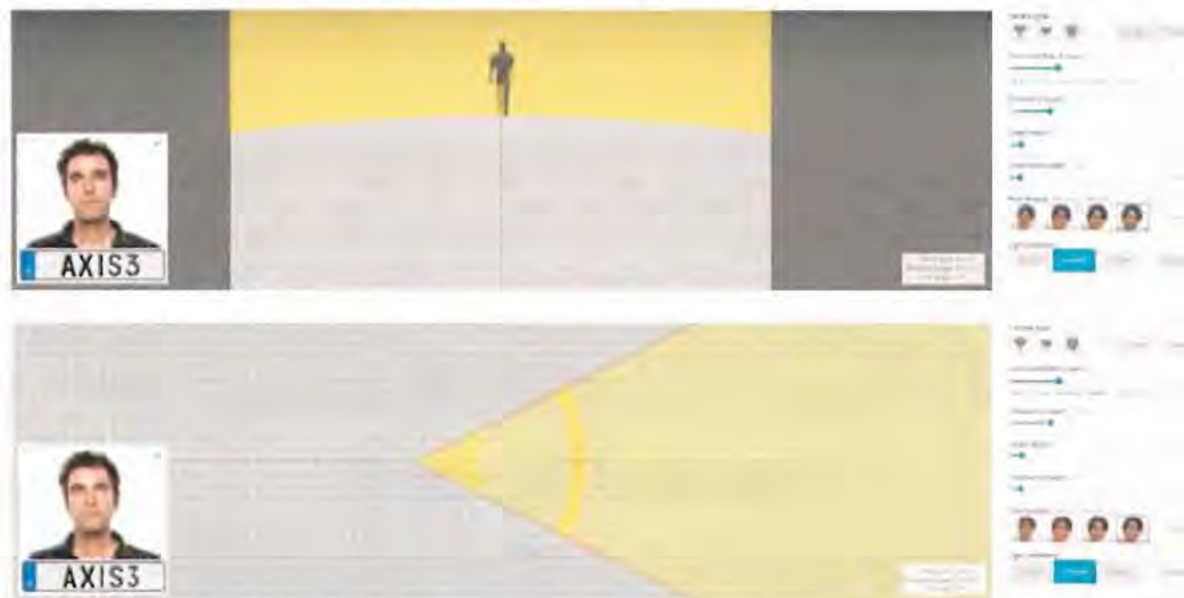
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APPENDIX 5. DEFINITIONS OF CAMERA CATEGORIES

Note: The following images provide indicative camera field-of-views for the Observation Categories listed in Table 2.

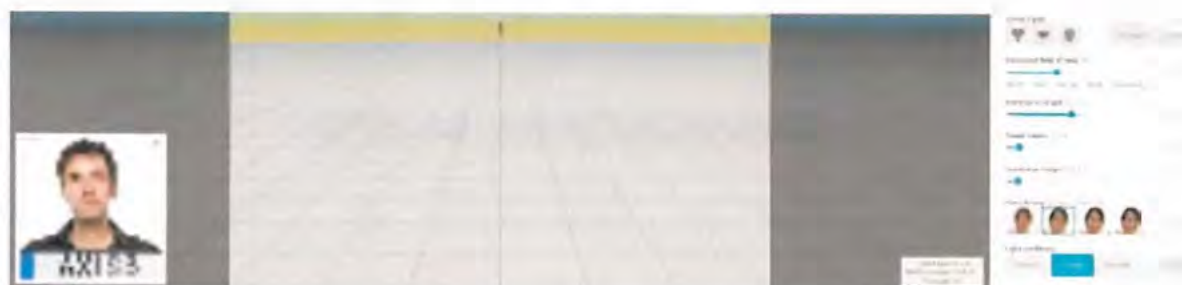
Observation Category: Identify



Observation Category: Recognise



Observation Category: Observe





Observation Category: Detect

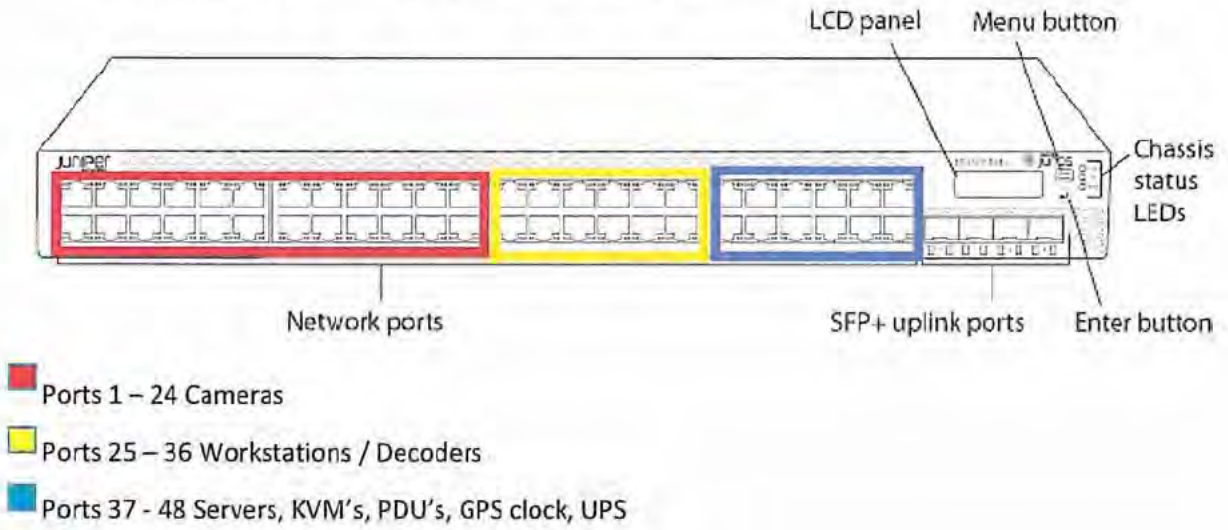


APPENDIX 6. IP ADDRESSING SCHEME

CCTV Lan hardware address range to be 192.168.1.x /24 network with GW set to 192.168.1.1, subnet mask 255.255.255.0. DHCP must be disabled and all hardware assigned a static address according to the table below:

s 47E(d)

APPENDIX 7. NETWORK PORT USAGE



APPENDIX 8. NAMING CONVENTIONS

Devices shall be clearly labelled and named in accordance with the following template:

XXXX-YYY-NNN where:

XXXX is the four-letter mnemonic of the post, if the site is an offsite annex to the post then an additional four characters should be added to indicate the compound or site name. Example PMSB-HOMR for Port Moresby HOM residence.

YYY is a three-letter identifier indicating the type of device. Possible choices include (but are not limited to):

WS	Workstation
GPS	GPS based time clock
CAM	Camera
VMS	Video Management Server
SW	Network Switch
LCD	LCD Display
KVM	Keyboard Video Mouse switch
DEC	Fixed IP Display decoder

NNN is the unique number for this device.

Examples:

CHCH-RGC-VMS-02 Would be the second VMS server in the Canberra RGC building

TKYO-CAM-042 Would be the 42nd camera in the Tokyo building

STOK-SW-01 Would be the first network switch in Stockholm

APPENDIX 9. SAMPLE INSTALLATION COMPLIANCE CHECKLIST

Compliance issue	Complies	Demonstration of Compliance	Reference in Support Documentation
CCTV system does not use the DFAT backbone cabling	Yes <input type="checkbox"/> No <input type="checkbox"/>		
CCTV system has a warranty period of minimum 12 months	Yes <input type="checkbox"/> No <input type="checkbox"/>		
Contractor provides a maintenance contract for the CCTV system for minimum 2 years	Yes <input type="checkbox"/> No <input type="checkbox"/>		
CCTV system can be maintained in country	Yes <input type="checkbox"/> No <input type="checkbox"/>		
CCTV system is compatible to the power supply in country	Yes <input type="checkbox"/> No <input type="checkbox"/>		
Spare parts for the CCTV system are available in country	Yes <input type="checkbox"/> No <input type="checkbox"/>		
CCTV system does not require proprietary connectors	Yes <input type="checkbox"/> No <input type="checkbox"/>		
CCTV system does not require proprietary signalling	Yes <input type="checkbox"/> No <input type="checkbox"/>		
System is capable of motion detection	Yes <input type="checkbox"/> No <input type="checkbox"/>		
System can store data for a minimum of 31 days	Yes <input type="checkbox"/> No <input type="checkbox"/>		

Compliance issue	Complies	Demonstration of Compliance	Reference in Support Documentation
System has DVD/USB writing capability	Yes <input type="checkbox"/> No <input type="checkbox"/>		
System can be expanded a minimum 20%	Yes <input type="checkbox"/> No <input type="checkbox"/>		
UPS provided to power system and all components for minimum 30 minutes	Yes <input type="checkbox"/> No <input type="checkbox"/>		
Contractor has provided a schematic diagram of the proposed CCTV system	Yes <input type="checkbox"/> No <input type="checkbox"/>		

Declaration:

The contractor certifies that the installation of the CCTV System complies with the requirements of this CCTV Specification document.

Name _____

Company _____

Signed _____

Date / /

DFAT representative certifies the above is true and correct.

Name _____

Signed _____

Date / /

APPENDIX 10. SAMPLE INSTALLATION COMPLETION CHECKLIST

Compliance issue	Complies	Demonstration of Compliance	Reference in Supporting Documentation
Contractor has provided Final Operating and Maintenance Manuals	Yes <input type="checkbox"/> No <input type="checkbox"/>		
Contractor has provided a detailed maintenance schedule for the next 12 months	Yes <input type="checkbox"/> No <input type="checkbox"/>		
The CCTV system is fully operational with no outstanding defects	Yes <input type="checkbox"/> No <input type="checkbox"/>		
Contractor has correctly labelled all components	Yes <input type="checkbox"/> No <input type="checkbox"/>		
Contractor has provided commissioning certificates/reports	Yes <input type="checkbox"/> No <input type="checkbox"/>		
Contractor has provided "As Installed" drawings in hard copy and electronically	Yes <input type="checkbox"/> No <input type="checkbox"/>		
Training has been provided	Yes <input type="checkbox"/> No <input type="checkbox"/>		

Declaration:

The contractor certifies that the installation of the CCTV System complies with the requirements of this CCTV System Specification document.

Name _____

Company _____

Signed _____

Date / /

DFAT representative certifies the above is true and correct.

Name _____

Signed _____

Date / /

ATTACHMENT 2 – CONTRACT GOVERNANCE – INSTALLATION AND DELIVERABLES

- 1.1 The Contractor must deliver the work requirements as specified in the Attachment 1
- 1.2 The Contractor must undertake the work in the following phases:
- (a) **Phase 1: Supply and installation of new CCTV security system at the Australian High Commission, No. 2, Second Rangoon Close, Cantonments, Accra, Ghana**
 - (b) **Phase 2: Inspect, Test, commission, document and train staff on system**
 - (c) **Phase 3: Decommission old system.**
 - (d) **Phase 4: Maintenance – Quarterly Maintenance**

2. DELIVERABLES

- 4.1 The Contractor must provide the following deliverables in accordance with the DFAT CCTV Specification Version No 3.4 within the schedule detailed below:

Table 1: Contract deliverables

No.	Deliverables	Location	Service Requirement clause reference	Delivery Date
1	Phase 1	Australian High Commission, No. 2, Second Rangoon Close, Cantonments, Accra, Ghana	Supply and installation of new CCTV security system at the Australian High Commission and HOM Residence.	30 May 2022
2	Phase 2	Australian High Commission, No. 2, Second Rangoon Close, Cantonments, Accra, Ghana	Test, commission, document and train staff on new system	30 June 2022
3	Phase 3	Australian High Commission, No. 2, Second Rangoon Close, Cantonments, Accra, Ghana	Decommission old system	30 July 2022
4	Phase 4	Australian High Commission, No. 2, Second Rangoon Close, Cantonments, Accra, Ghana	Maintenance – quarterly maintenance Repair/rectification service during the Warranty Period	30 July 2023

3. MEETINGS

3.1 The Contractor must attend the following meetings with DFAT during the Term of the Contract, either in person or by electronic communication service:

Meeting type	Location	Date
Project Start Up meeting with: <ul style="list-style-type: none"> • Deputy Head of Mission (Post Security Officer) • Regional Security Office (RSO) • Senior Administrative Officer & Consul (SAO) • Facilities Manager 	Australian High Commission	Delivery Date of Phase 1; prospectively 01 May 2022
Fortnightly meeting with: <ul style="list-style-type: none"> • Deputy Head of Mission (Post Security Officer) • Senior Administrative Officer & Consul (SAO) • Facilities Manager 	Australian High Commission	Every 2 weeks whilst works are impacting site. Dates to be determined at Project Start Up meeting.

7. REPORTS

8.1 The Contractor must provide DFAT with the reports set out in table below by the due date, in the format and number of copies indicated:

Report Type	Indicative Content	Format	Due Date	Quantity
Monthly Status Reports	Summary of services delivered in the period, issues encountered, resolution of issues etc.	Email to: Accra.Facilities@dfat.gov.au	Last working day of each month during delivery of services.	Minimum 1 per month

8.2 All reports must:

- (a) be accurate and not misleading in any respect;
- (b) be prepared in accordance with directions provided by DFAT;
- (c) incorporate sufficient information to allow DFAT to monitor and assess the success of the Services in achieving DFAT's objectives;
- (d) be provided in Microsoft Word format (or Microsoft Excel format for spread sheets), unless otherwise approved or requested by DFAT;
- (e) not incorporate either DFAT or the Contractor's logo; and
- (f) be provided at the time specified in the table above.

ATTACHMENT 3 – PRICING SCHEDULE**1. BASIS OF PAYMENT**

- | | |
|-----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.1 | Subject to clause 8 (Price Basis) of the General Conditions of Contract, the maximum Contract Price is \$362,359.00 USD (upper capped limit) as per ACT ICT Ghana Ltd Group Contractors Quotation ACT PRO21.220D dated 06 April 2022. |
| 1.2 | Subject to clause 9 (Payment) of the General Conditions of Contract, the contract price is payable by DFAT in the following instalments:
(a) 70% with purchase order
(b) 20% on completed delivery
(c) 10% on final handover ad approval |
| 1.3 | The Contractor may submit a claim for payment of each instalment following completion of the relevant milestone. |
| 1.4 | Supplementary items billed at rates as listed in the itemised list of components with unit price, unless otherwise agreed in writing between the parties. |

2. ITEMISED LIST OF COMPONENTS WITH UNIT PRICE



ACT ICT Ghana Ltd
Making IT Work

Customer:
Attn: Australian Embassy Accra, Ghana

s 47E(d)

Proforma Invoice

Date	April 6, 2022
Validity	30 Days
Quote No.	s 47G(1)(a)

Quote/Project Description
CCTV Security Camera Installation



ACT ICT Ghana Ltd
Making IT Work

Customer:
Attn: Australian Embassy
Accra, Ghana

Proforma Invoice

Date	April 8, 2022
Validity	30 Days
Quote No.	s 47G(1)(a)

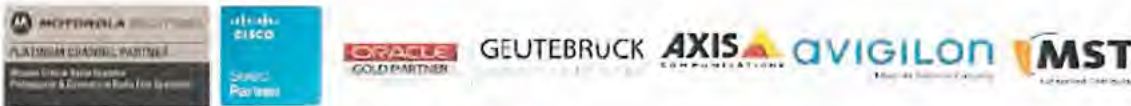
Quote/Project Description
CCTV Security Camera Installation

s 47E(d)

Special Notes and Terms
Prices are in USD, CIF Accra Airport
Prices excludes VAT&NHIL (10.25%- exemption by embassy)
Payment: 70% with PO, 20% upon delivery & 10% upon completion
Warranty: Manufacturer's warranty of 36 months

Subtotal	USD	294,859
-----------------	------------	----------------

Thank you for your business with us!



Should you have any enquiries concerning this quote, please contact s 47F(1)

F28/B Fifth Circular Rd, Cantonments, Accra, Ghana.
Tel: 0302-764657 ; 057-7700565 Fax: E-mail: info@act-ict.com Web: www.act-ict.com

s 22(1)(a)(ii)

From: s 22(1)(a)(ii)
Sent: Tuesday, 22 October 2024 3:48 PM
To: 'ACT-ICT Projects'
Cc: s 22(1)(a)(ii); Accra Facilities; s 22(1)(a)(ii); Office; s 47F(1); Ahc Yutees; s 47F(1)
Subject: RE: [EXTERNAL] FOLLOW UP ON CCTV CAMERAS FOR REPAIRS/REPLACEMENT [SEC=OFFICIAL]
Attachments: ACTICT JOB COMPLETION FORM FOR REPLACEMENT OF FAULTY CAMERAS.pdf

OFFICIAL

Dear s 47F(1)

Please find the attached job completion form acknowledged and signed for reference/records.

Best Regards,

s 22(1)(a)(ii)

ICT System Administrator and Facilities Officer
 Australian High Commission

No. 2 Second Rangoon Close, Cantonments, Accra, Ghana

Phone s 22(1)(a)(ii) | Mobile s 22(1)(a)(ii)

Email s 22(1)(a)(ii) @dfat.gov.au

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From: ACT-ICT Projects s 47G(1)(a) @act-ict.com>
Sent: Monday, October 21, 2024 3:02 PM
To: s 22(1)(a)(ii) @dfat.gov.au>
Cc: s 22(1)(a)(ii) @dfat.gov.au>; Accra Facilities s 22(1)(a)(ii) dfat.gov.au>; s 22(1)(a)(ii) @dfat.gov.au>; Office s 47G(1)(a) act-ict.com>; s 47F(1) @act-ict.com>; Ahc Yutees s 47G(1)(a) ; s 47F(1) .act-ict@outlook.com>
Subject: RE: [EXTERNAL] FOLLOW UP ON CCTV CAMERAS FOR REPAIRS/REPLACEMENT [SEC=OFFICIAL]

CAUTION: This email originated from outside the organisation. Do not click links or open attachments unless you recognise the sender.

Hello s 22(1)(a)(ii)

Please be informed our team will be on site tomorrow 10am, for the installation.

Thank you.

s 47F(1)
 ACT ICT Ghana Ltd.
 Tel: s 47F(1)
www.act-ict.com

From: s 22(1)(a)(ii) [@dfat.gov.au](mailto:s 22(1)(a)(ii)@dfat.gov.au)>
Sent: Monday, October 21, 2024 11:15 AM
To: ACT-ICT Projects [s 47G\(1\)\(a\)@act-ict.com](mailto:s 47G(1)(a)@act-ict.com)>
Cc: s 22(1)(a)(ii) [@dfat.gov.au](mailto:s 22(1)(a)(ii)@dfat.gov.au)>; Accra Facilities [s 22\(1\)\(a\)\(ii\)@dfat.gov.au](mailto:s 22(1)(a)(ii)@dfat.gov.au)>; s 22(1)(a)(ii) [@dfat.gov.au](mailto:s 22(1)(a)(ii)@dfat.gov.au)>; Office [s 47G\(1\)\(a\)@act-ict.com](mailto:s 47G(1)(a)@act-ict.com)>; s 47F(1) [@act-ict.com](mailto:s 47F(1)@act-ict.com)>; Ahc Yutees [s 47G\(1\)\(a\)@act-ict.com](mailto:s 47G(1)(a)@act-ict.com)>; s 47F(1) [@act-ict.com](mailto:s 47F(1)@act-ict.com)>; Ahc Yutees [s 47G\(1\)\(a\)@act-ict.com](mailto:s 47G(1)(a)@act-ict.com)>; s 47F(1) [@act-ict.com](mailto:s 47F(1)@act-ict.com)>
Subject: RE: [EXTERNAL] FOLLOW UP ON CCTV CAMERAS FOR REPAIRS/REPLACEMENT [SEC=OFFICIAL]

OFFICIAL

Dear s 47F(1)

Many thanks and very well noted.

Best Regards,

s 22(1)(a)(ii)

ICT System Administrator and Facilities Officer

Australian High Commission

No. 2 Second Rangoon Close, Cantonments, Accra, Ghana

Phone [s 22\(1\)\(a\)\(ii\)@dfat.gov.au](tel:s 22(1)(a)(ii)@dfat.gov.au) | Mobile [s 22\(1\)\(a\)\(ii\)@dfat.gov.au](tel:s 22(1)(a)(ii)@dfat.gov.au)

Email [s 22\(1\)\(a\)\(ii\)@dfat.gov.au](mailto:s 22(1)(a)(ii)@dfat.gov.au)

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From: ACT-ICT Projects [s 47G\(1\)\(a\)@act-ict.com](mailto:s 47G(1)(a)@act-ict.com)>
Sent: Monday, October 21, 2024 8:57 AM
To: s 22(1)(a)(ii) [@dfat.gov.au](mailto:s 22(1)(a)(ii)@dfat.gov.au)>
Cc: s 22(1)(a)(ii) [@dfat.gov.au](mailto:s 22(1)(a)(ii)@dfat.gov.au)>; Accra Facilities [s 22\(1\)\(a\)\(ii\)@dfat.gov.au](mailto:s 22(1)(a)(ii)@dfat.gov.au)>; s 22(1)(a)(ii) [@dfat.gov.au](mailto:s 22(1)(a)(ii)@dfat.gov.au)>; Office [s 47G\(1\)\(a\)@act-ict.com](mailto:s 47G(1)(a)@act-ict.com)>; s 47F(1) [@act-ict.com](mailto:s 47F(1)@act-ict.com)>; Ahc Yutees [s 47G\(1\)\(a\)@act-ict.com](mailto:s 47G(1)(a)@act-ict.com)>; s 47F(1) [@act-ict.com](mailto:s 47F(1)@act-ict.com)>
Subject: RE: [EXTERNAL] FOLLOW UP ON CCTV CAMERAS FOR REPAIRS/REPLACEMENT [SEC=OFFICIAL]

CAUTION: This email originated from outside the organisation. Do not click links or open attachments unless you recognise the sender.

Good morning **s 22(1)(a)(ii)**

I'm doing well and I trust you are too?

Thank you for the notification. Our technical team will reach out to you on the installation.

Kind regards,
 s 47F(1)
 ACT ICT Ghana Ltd.
 Tel: s 47F(1)
www.act-ict.com

From: s 22(1)(a)(ii) @dfat.gov.au>
Sent: Monday, October 21, 2024 8:37 AM
To: ACT-ICT Projects s 47G(1)(a) @act-ict.com>
Cc: s 22(1)(a)(ii) @dfat.gov.au>; Accra Facilities s 22(1)(a)(ii) dfat.gov.au>; s 22(1)(a)(ii) @dfat.gov.au>; Office s 47G(1)(a) act-ict.com>; s 47F(1) @act-ict.com>; Ahc Yutees s 47G(1)(a) ; s 47F(1) .act-ict@outlook.com>
Subject: RE: [EXTERNAL] FOLLOW UP ON CCTV CAMERAS FOR REPAIRS/REPLACEMENT [SEC=OFFICIAL]

OFFICIAL

Dear s 47F(1)

Good morning and hope this mail finds you well.

Please we have taken delivery of the cameras and would like to notify you and let us know when your tech team can come in this week to install and reposition all affected cameras to its original position/view as it was before.

Thank you and counting on your usual cooperation.

Best Regards,

s 22(1)(a)(ii)

ICT System Administrator and Facilities Officer
 Australian High Commission

No. 2 Second Rangoon Close, Cantonments, Accra, Ghana

Phone s 22(1)(a)(ii) | Mobile s 22(1)(a)(ii)

s 22(1)(a)(ii)

Email s 22(1)(a)(ii) @dfat.gov.au

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From: s 22(1)(a)(ii)
Sent: Tuesday, October 15, 2024 10:15 AM
To: ACT-ICT Projects s 47G(1)(a) @act-ict.com>
Cc: s 22(1)(a)(ii) @dfat.gov.au>; Accra Facilities s 22(1)(a)(ii) dfat.gov.au>; s 22(1)(a)(ii) @dfat.gov.au>; Office s 47G(1)(a) act-ict.com>; s 47F(1) @act-ict.com>
Subject: RE: [EXTERNAL] FOLLOW UP ON CCTV CAMERAS FOR REPAIRS/REPLACEMENT [SEC=OFFICIAL]

OFFICIAL

Dear s 47F(1)

Many thanks for the follow up and looking forward to receive items.
Will let you know when items are delivered.

Best Regards,

s 22(1)(a)(ii)

ICT System Admin. and Assist. Facilities Manager
Australian High Commission

No. 2 Second Rangoon Close, Cantonments, Accra, Ghana

Phone **s 22(1)(a)(ii)** | Mobile **s 22(1)(a)(ii)**

s 22(1)(a)(ii)

Email **s 22(1)(a)(ii)** [@dfat.gov.au](mailto:s 22(1)(a)(ii)@dfat.gov.au)

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From: ACT-ICT Projects **s 47G(1)(a)** [@act-ict.com](mailto:s 47G(1)(a)@act-ict.com)>

Sent: Monday, October 14, 2024 11:51 AM

To: **s 22(1)(a)(ii)** [@dfat.gov.au](mailto:s 22(1)(a)(ii)@dfat.gov.au)>

Cc: **s 22(1)(a)(ii)** [@dfat.gov.au](mailto:s 22(1)(a)(ii)@dfat.gov.au)>; Accra Facilities **s 22(1)(a)(ii)** [dfat.gov.au](mailto:s 22(1)(a)(ii)@dfat.gov.au)>; **s 22(1)(a)(ii)** [@dfat.gov.au](mailto:s 22(1)(a)(ii)@dfat.gov.au)>; Office **s 47G(1)(a)** [act-ict.com](mailto:s 47G(1)(a)@act-ict.com)>; **s 47F(1)** [@act-ict.com](mailto:s 47F(1)@act-ict.com)>

Subject: RE: [EXTERNAL] FOLLOW UP ON CCTV CAMERAS FOR REPAIRS/REPLACEMENT [SEC=OFFICIAL]

CAUTION: This email originated from outside the organisation. Do not click links or open attachments unless you recognise the sender.

Good morning **s 22(1)(a)(ii)**

I trust you are doing well.

Please see attached notification from DHL on return of the CCTV cameras shipped for repairs.

For your information and necessary action, please.

Thank you.

s 47F(1)

ACT ICT Ghana Ltd.

Tel: **s 47F(1)**

www.act-ict.com

From: **s 22(1)(a)(ii)** [@dfat.gov.au](mailto:s 22(1)(a)(ii)@dfat.gov.au)>

Sent: Tuesday, October 8, 2024 9:34 AM

To: ACT-ICT Projects **s 47G(1)(a)** [v@act-ict.com](mailto:s 47G(1)(a)v@act-ict.com)>

Cc: **s 22(1)(a)(ii)** [@dfat.gov.au](mailto:s 22(1)(a)(ii)@dfat.gov.au)>; Accra Facilities **s 22(1)(a)(ii)** [dfat.gov.au](mailto:s 22(1)(a)(ii)@dfat.gov.au)>; **s 22(1)(a)(ii)** [@dfat.gov.au](mailto:s 22(1)(a)(ii)@dfat.gov.au)>; Office **s 47G(1)(a)** [act-ict.com](mailto:s 47G(1)(a)@act-ict.com)>

Subject: RE: [EXTERNAL] FOLLOW UP ON CCTV CAMERAS FOR REPAIRS/REPLACEMENT [SEC=OFFICIAL]

OFFICIAL

Dear **s 47F(1)**

Please address confirmed correct.

Best Regards,

s 22(1)(a)(ii)

ICT System Admin. and Assist. Facilities Manager

Australian High Commission

No. 2 Second Rangoon Close, Cantonments, Accra, Ghana

Phone **s 22(1)(a)(ii)** | Mobile **s 22(1)(a)(ii)**

s 22(1)(a)(ii)

Email **s 22(1)(a)(ii)** @dfat.gov.au

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From: ACT-ICT Projects **s 47G(1)(a)** @act-ict.com>

Sent: Monday, October 7, 2024 1:26 PM

To: **s 22(1)(a)(ii)** @dfat.gov.au>

Cc: **s 22(1)(a)(ii)** @dfat.gov.au>; **s 22(1)(a)(ii)** [s 22\(1\)\(a\)\(ii\) dfat.gov.au](mailto:s 22(1)(a)(ii) dfat.gov.au)>; **s 22(1)(a)(ii)** @dfat.gov.au>; Office **s 47G(1)(a)** act-ict.com>

Subject: [EXTERNAL] RE: FOLLOW UP ON CCTV CAMERAS FOR REPAIRS/REPLACEMENT [SEC=OFFICIAL]

CAUTION: This email originated from outside the organisation. Do not click links or open attachments unless you recognise the sender.

Good afternoon **s 22(1)(a)(ii)**

I trust my mail finds you well.

Please confirm below address is correct for shipping the cameras back to Ghana. Also advise contact person, please.

Shipper Name	AUSTRALIAN HIGH COMMISSION
Shipper Address	2 SECOND RANGOON CLOSE, CANTONMENTS CANTONMENTS ACCRA GHANA
Shipper Reference	s 47E(d)

Thank you.

s 47F(1)
 ACT ICT Ghana Ltd.
 Tel: s 47F(1)
www.act-ict.com

From: ACT-ICT Projects
Sent: Thursday, October 3, 2024 4:03 PM
To: s 22(1)(a)(ii) @dfat.gov.au
Cc: s 22(1)(a)(ii) @dfat.gov.au; s 22(1)(a)(ii) @dfat.gov.au; s 22(1)(a)(ii) @dfat.gov.au; Office s 47G(1)(a) act-ict.com
Subject: RE: FOLLOW UP ON CCTV CAMERAS FOR REPAIRS/REPLACEMENT [SEC=OFFICIAL]

Hello s 22(1)(a)(ii)

Yes, this is correct.
 Thank you.

s 47F(1)
 ACT ICT Ghana Ltd.
 Tel: s 47F(1)
www.act-ict.com

From: Office s 47G(1)(a) act-ict.com>
Sent: Thursday, October 3, 2024 3:57 PM
To: ACT-ICT Projects s 47G(1)(a) @act-ict.com>
Subject: FW: FOLLOW UP ON CCTV CAMERAS FOR REPAIRS/REPLACEMENT [SEC=OFFICIAL]

From: s 22(1)(a)(ii) @dfat.gov.au>
Sent: Thursday, 3 October 2024 3:43 pm
To: Office s 47G(1)(a) act-ict.com>
Cc: s 47F(1) @act-ict.com>; s 22(1)(a)(ii) @dfat.gov.au>; Accra Facilities s 22(1)(a)(ii) dfat.gov.au>; s 47F(1) @act-ict.com>; s 47F(1) @act-ict.com>; s 22(1)(a)(ii) @dfat.gov.au>
Subject: RE: FOLLOW UP ON CCTV CAMERAS FOR REPAIRS/REPLACEMENT [SEC=OFFICIAL]

OFFICIAL

Dear Team,

Please find attached proof of delivery from DHL.

Best Regards,

s 22(1)(a)(ii)

ICT System Admin. and Assist. Facilities Manager
 Australian High Commission

No. 2 Second Rangoon Close, Cantonments, Accra, Ghana

Phone s 22(1)(a)(ii) | Mobile s 22(1)(a)(ii)
 s 22(1)(a)(ii) Email s 22(1)(a)(ii) @dfat.gov.au

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From: s 22(1)(a)(ii)

Sent: Thursday, October 3, 2024 2:45 PM

To: s 47F(1) @act-ict.com>

Cc: Office^{s 47G(1)(a)} act-ict.com>; s 22(1)(a)(ii) @dfat.gov.au>; Accra Facilities

s 22(1)(a)(ii) dfat.gov.au>; s 47F(1) @act-ict.com>; s 47F(1) @act-ict.com>; s 22(1)(a)(ii) @dfat.gov.au>

Subject: FOLLOW UP ON CCTV CAMERAS FOR REPAIRS/REPLACEMENT [SEC=OFFICIAL]

OFFICIAL

Dear Team,

Please as discussed on phone yesterday, kindly see attached if this would help assist with your trace.

Many thanks

Best Regards,

s 22(1)(a)(ii)

ICT System Admin. and Assist. Facilities Manager

Australian High Commission

No. 2 Second Rangoon Close, Cantonments, Accra, Ghana

Phone s 22(1)(a)(ii) | Mobile s 22(1)(a)(ii)

s 22(1)(a)(ii) Email s 22(1)(a)(ii) @dfat.gov.au

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Hello s 22(1)(a)(ii)

Thank you for your feedback.

Our team is available on Thursday, 15th August 2024, at 9:00 AM. Please let us know if this time works for you.

Thank you.

Best regards,



s 47F(1)

Technical Support Engineer

ACT ICT Ghana Ltd.

Tel: s 47F(1)

Mob: s 47F(1)

WhatsApp: s 47F(1)

E: s 47F(1), act-ict@outlook.com

www.act-ict.com

From: s 22(1)(a)(ii) [@dfat.gov.au](mailto:dfat.gov.au)>

Sent: Monday, August 12, 2024 1:38 PM

To: s 47F(1) act-ict@outlook.com>

Cc: s 22(1)(a)(ii) [@dfat.gov.au](mailto:dfat.gov.au)>; s 22(1)(a)(ii) [@dfat.gov.au](mailto:dfat.gov.au)>; s 22(1)(a)(ii)

[@dfat.gov.au](mailto:dfat.gov.au)>; s 47F(1) act-ict.com>; s 47F(1) act-ict@outlook.com>;

Office s 47G(1)(a) act-ict.com>; 'ACT-ICT Projects' s 47G(1)(a) act-ict.com>; s 22(1)(a)(ii)

s 22(1)(a)(ii) dfat.gov.au>

Subject: RE: [EXTERNAL] 2024 2ND QUARTER CCTV MAINTENACE [SEC=OFFICIAL]

OFFICIAL

Hi s 47F(1)

s 47E(d), s 37(1)(c)

Therefore kindly let us know when the above mentioned exercise can be carried out and assist in the packaging of the cameras for safe shipping. Thanks

Best Regards,

s 22(1)(a)(ii)

ICT System Admin. and Assistant Facilities Manager
Australian High Commission

No. 2 Second Rangoon Close, Cantonments, Accra, Ghana

Phone [s 22\(1\)\(a\)\(ii\)](#) | Mobile [s 22\(1\)\(a\)\(ii\)](#)

Email [s 22\(1\)\(a\)\(ii\)](#) [@dfat.gov.au](#)

[Web](#) | [Facebook](#) | [Twitter](#)

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s 22(1)(a)(ii)

From: s 47F(1) .act-ict@outlook.com>
Sent: Monday, 24 June 2024 5:26 PM
To: s 22(1)(a)(ii)
Cc: s 22(1)(a)(ii) ; s 47F(1) Office;
Subject: 'ACT-ICT Projects'; Accra Facilities
Attachments: RE: [EXTERNAL] 2024 s 37(1)(c), s 47E(d) CCTV MAINTENACE [SEC=OFFICIAL]
 ACT PRO24.487 Australian High Commission. 24.06.24 Axis Camera.pdf

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Hello s 22(1)(a)(ii)

Thank you for the brief meeting we had last Friday.

Kindly find our responses to your earlier mail in green

s 47E(d), s 37(1)(c)

- 2. Cost of ordering a new camera including activation and ETA.

Please refer to the attached quotation

s 47E(d), s 37(1)(c)

- 4. Warranty Extension on cameras.

Australian High has a maximum of 3 years manufacturer's warranty for the cameras.

s 37(1)(c), s 47E(d)

Please let me know if there are any concerns or additional adjustments needed.

Thank you for your usual cooperation.

Best Regards..



s 47F(1)

Technical Support Engineer
ACT ICT Ghana Ltd.

Tel: s 47F(1)

Mob: s 47F(1)
 WhatsApp: s 47F(1)
 E: s 47F(1).act-ict@outlook.com
www.act-ict.com

From: s 22(1)(a)(ii) @dfat.gov.au>
Sent: Friday, June 21, 2024 12:28 PM
To: s 47F(1) .act-ict@outlook.com>
Cc: s 22(1)(a)(ii) @dfat.gov.au>; s 22(1)(a)(ii) @dfat.gov.au>; s 22(1)(a)(ii) @dfat.gov.au>; s 47F(1) @act-ict.com>; s 47F(1) .act-ict@outlook.com>;
 Office s 47G(1)(a) @act-ict.com>; 'ACT-ICT Projects' s 47G(1)(a) @act-ict.com>; Accra Facilities s 22(1)(a)(ii) dfat.gov.au>
Subject: RE: [EXTERNAL] 2024 s 37(1)(c), s 47E(d) CCTV MAINTENACE [SEC=OFFICIAL]

OFFICIAL

Hi s 47F(1)

Thanks for coming in today to address issues regarding conditions of some cameras.

Per our discussions please kindly provide us with information on the following:

1. s 47E(d), s 37(1)(c)
2. Cost of ordering a new camera including activation and ETA.
3. s 47E(d), s 37(1)(c)
4. Warranty Extension on cameras.

Best Regards,

s 22(1)(a)(ii)

ICT System Admin. and Assistant Facilities Manager
 Australian High Commission

No. 2 Second Rangoon Close, Cantonments, Accra, Ghana

Phone s 22(1)(a)(ii) | Mobile s 22(1)(a)(ii)

s 22(1)(a)(ii)

Email s 22(1)(a)(ii)@dfat.gov.au

[Web](#) | [Facebook](#) | [Twitter](#)

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From: s 47F(1) .act-ict@outlook.com>
Sent: Tuesday, June 18, 2024 11:00 AM
To: s 22(1)(a)(ii) @dfat.gov.au>
Cc: s 22(1)(a)(ii) @dfat.gov.au>; s 22(1)(a)(ii) @dfat.gov.au>; Ahc Yutees s 47G(1)(a) ; s 22(1)(a)(ii) @dfat.gov.au>; s 47F(1) @act-ict.com>; s 47F(1) ict@outlook.com>; Office s 47G(1)(a) act-ict.com>; 'ACT-ICT Projects' s 47G(1)(a) @act-ict.com>
Subject: [EXTERNAL] 2024 s 37(1)(c), s 47E(d) CCTV MAINTENACE

CAUTION: This email originated from outside the organisation. Do not click links or open attachments unless you recognise the sender.

Good morning Jonas,

I hope this email finds you well.

s 37(1)(c), s 47E(d)

Furthermore, s 37(1)(c), s 47E(d) maintenance is scheduled for next Wednesday, June 26th, 2024. We kindly request your approval and access for the following technicians to your premises:

s 47F(1)

We need your approval and any concerns you may have in order to proceed with this maintenance,

Your approval and feedback are needed to proceed.

Counting on your usual cooperation.

Best regards,



s 47F(1)

Technical Support Engineer

ACT ICT Ghana Ltd.

Tel: s 47F(1)

Mob: s 47F(1)

WhatsApp: s 47F(1)

E: s 47F(1) .act-ict@outlook.com

www.act-ict.com

s 22(1)(a)(ii)

From: Accra Facilities
Sent: Tuesday, 19 March 2024 11:06 AM
To: Ahc Yutees; s 22(1)(a)(ii)
Cc: s 22(1)(a)(ii)
Subject: FW: [EXTERNAL] s 37(1)(c), s 47E(d)
 [SEC=OFFICIAL]

OFFICIAL

Hi s 22(1)(a)(ii)

Please see below CCTV maintenance scheduled for this Thursday 21/03/2024 and kindly assist with security clearance for the names mentioned below.

s 22(1)(a)(ii)

IT Systems Administrator & Facilities Officer

Australian High Commission

No. 2 Second Rangoon Close, Cantonments, Accra, Ghana

P s 22(1)(a)(ii) | M s 22(1)(a)(ii) | VN s 22(1)(a)(ii)

[Website](#) | [Facebook](#) | [Twitter](#) | smartraveller.gov.au

Please consider the environment before printing this email

From: s 47G(1)(a) @act-ict.com>
Sent: Tuesday, March 12, 2024 12:59 PM
To: s 22(1)(a)(ii) @dfat.gov.au>
Cc: s 22(1)(a)(ii) @dfat.gov.au>; s 47F(1) .act-ict@outlook.com>; Accra
 Facilities s 22(1)(a)(ii) dfat.gov.au>; s 47F(1) @act-ict.com>; s 47F(1) @act-ict.com>;
 @dfat.gov.au>; s 22(1)(a)(ii) @dfat.gov.au>; s 22(1)(a)(ii) @dfat.gov.au>
Subject: RE: [EXTERNAL] s 37(1)(c), s 47E(d) [SEC=OFFICIAL]

CAUTION: This email originated from outside the organisation. Do not click links or open attachments unless you recognise the sender.

Dear s 22(1)(a)(ii)

I hope this mail finds you well.

Kindly be informed that our Technical team consisting of below names will be visiting site on Friday, March 15th 2024 for our first quarter maintenance of the year.

s 47F(1)

Please grant us site access for this purpose.

Thank you.

s 47F(1)

ACT ICT Ghana Ltd.

Tel: s 47F(1)

Mob: s 47F(1)

www.act-ict.com

s 22(1)(a)(ii)

From: s 47F(1) .act-ict@outlook.com>
Sent: Thursday, 8 February 2024 11:22 AM
To: s 22(1)(a)(ii) ; Office
Cc: s 22(1)(a)(ii) ; Accra Facilities; Ahc Yutees, s 47G(1)(a) @act-ict.com;
 s .act-ict@outlook...; s 47F(1) @act-ict.com
Subject: [EXTERNAL] s 37(1)(c), s 47E(d)
 [SEC=OFFICIAL]

CAUTION: This email originated from outside the organisation. Do not click links or open attachments unless you recognise the sender.

Good morning s 22(1)(a)(ii)

Well noted

Monday 12th February, 2024 will be convenient.

Thank you.

Best Regards..



s 47F(1)

Technical Support Engineer
ACT ICT Ghana Ltd.

Tel: s 47F(1)

Mob: s 47F(1)

WhatsApp: s 47F(1)

E: s 47F(1) act-ict@outlook.com

www.act-ict.com

From: s 22(1)(a)(ii) @dfat.gov.au>
Sent: Thursday, February 8, 2024 11:18 AM
To: Office s 47G(1)(a) @act-ict.com>; s 47F(1) .act-ict@outlook.com>
Cc: s 22(1)(a)(ii) @dfat.gov.au>; s 22(1)(a)(ii) dfat.gov.au>; Accra Facilities
 s 22(1)(a)(ii) dfat.gov.au>; Ahc Yutees s 47G(1)(a)
Subject: s 37(1)(c), s 47E(d) [SEC=OFFICIAL]

OFFICIAL

Dear s 47F(1)

s 37(1)(c), s 47E(d)

. Kindly let us know when you can
 come in to perform this exercise. Thanks

. Kindly let us know when you can

Kind regards,

s 22(1)(a)(ii)

IT Systems Administrator & Facilities Officer

Australian High Commission

No. 2 Second Rangoon Close, Cantonments, Accra, Ghana

P s 22(1)(a)(ii) | M +s 22(1)(a)(ii) | VN s 22(1)(a)(ii)

[Website](#) | [Facebook](#) | [Twitter](#) | smartraveller.gov.au

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s 22(1)(a)(ii)

From: s 22(1)(a)(ii)
Sent: Tuesday, 16 July 2024 12:39 PM
To: s 47F(1)
Cc: s 22(1)(a)(ii) ; Accra Facilities; s 47F(1)
 Office; ACT-ICT Projects; s 47F(1) ; s 22(1)(a)(ii)
Subject: RE: [EXTERNAL] SEEKING APPROVAL TO REMOVE FAULTY CAMERAS FOR FIXING OR REPLACEMENT [SEC=OFFICIAL]

OFFICIAL

Dear s 47F(1)

Please see my response highlighted in yellow below. Thanks

Best Regards,

s 22(1)(a)(ii)

ICT System Admin. and Assistant Facilities Manager
 Australian High Commission

No. 2 Second Rangoon Close, Cantonments, Accra, Ghana

Phone s 22(1)(a)(ii) | Mobile +s 22(1)(a)(ii)

s 22(1)(a)(ii)

Email s 22(1)(a)(ii) @dfat.gov.au

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From: s 47F(1) @act-ict.com>
Sent: Tuesday, July 16, 2024 10:30 AM
To: s 22(1)(a)(ii) @dfat.gov.au>
Cc: s 22(1)(a)(ii) @dfat.gov.au>; s 22(1)(a)(ii) @dfat.gov.au>; s 22(1)(a)(ii) @dfat.gov.au>; Accra Facilities s 22(1)(a)(ii) @dfat.gov.au>; s 47F(1) .act-ict@outlook.com>; Office s 47G(1)(a) act-ict.com>; ACT-ICT Projects s 47G(1)(a) @act-ict.com>; s 47F(1) @act-ict.com>; s 47F(1) @act-ict.com>
Subject: RE: [EXTERNAL] SEEKING APPROVAL TO REMOVE FAULTY CAMERAS FOR FIXING OR REPLACEMENT [SEC=OFFICIAL]

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Dear s 22(1)(a)(ii)

We acknowledge receipt of your mail.

1. Cameras: Faulty and By-passed

Our reference to “shipment of cameras” is to discuss your way forward on cameras that were technically by-passed, whether to ship with the 1pc entirely faulty or otherwise? **Yes ship together with the 1pc**

2. Warranty

Also be informed that warranty under this contract is solely between AHC and Manufacturer. **(Please indicate where its stated in the contract)**

ACT ICT Ghana is for maintenance support services.

Hence outbound shipment of unit(s) will be born by AHC, **(please can you indicate in the contract where its stated)** while Manufacturer takes care of returning it/them.

Available for any further discussion.

Best Regards,

s 47F(1)

Administrative Manager

ACT ICT GHANA LTD.

T: +s 47F(1)

M: s 47F(1)

E: s 47F(1)@act-ict.com

W: www.act-ict.com

From: s 22(1)(a)(ii) @dfat.gov.au>

Sent: Monday, 15 July 2024 4:02 pm

To: Office s 47G(1)(a) act-ict.com>

Cc: s 22(1)(a)(ii) @dfat.gov.au>; s 22(1)(a)(ii) @dfat.gov.au>; s 22(1)(a)(ii) @dfat.gov.au>; s 47F(1) .act-ict@outlook.com>; s 47F(1) @act-ict.com>;

s 47F(1) .act-ict@outlook.com>; ACT-ICT Projects s 47G(1)(a) @act-ict.com>; Accra Facilities

s 22(1)(a)(ii) @dfat.gov.au>; s 47F(1) @act-ict.com>; s 47F(1) @act-ict.com>; s 47F(1) @act-ict.com>

Subject: RE: [EXTERNAL] SEEKING APPROVAL TO REMOVE FAULTY CAMERAS FOR FIXING OR REPLACEMENT [SEC=OFFICIAL]

OFFICIAL

Hi s 47F(1)

Please sorry for the late response.

Grate if you could let us know exactly what this meeting is about and what the shipment has to do with the High Commission.

As far as we are concerned, the warranty in the contract is clear to both parties. Thanks

Best Regards,

s 22(1)(a)(ii)

ICT System Admin. and Assistant Facilities Manager

Australian High Commission

No. 2 Second Rangoon Close, Cantonments, Accra, Ghana

Phone s 22(1)(a)(ii) | Mobile s 22(1)(a)(ii)

s 22(1)(a)(ii) Email s 22(1)(a)(ii)@dfat.gov.au

[Web](#) | [Facebook](#) | [Twitter](#)

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From: Office [s 47G\(1\)\(a\) act-ict.com](#)>

Sent: Thursday, July 11, 2024 3:38 PM

To: [s 22\(1\)\(a\)\(ii\) @dfat.gov.au](#)>

Cc: [s 22\(1\)\(a\)\(ii\) @dfat.gov.au](#)>; [s 22\(1\)\(a\)\(ii\) @dfat.gov.au](#)>; [s 22\(1\)\(a\)\(ii\) @dfat.gov.au](#)>; [s 47F\(1\) .act-ict@outlook.com](#)>; [s 47F\(1\) @act-ict.com](#)>;

[s 47F\(1\) .act-ict@outlook.com](#)>; ACT-ICT Projects [s 47G\(1\)\(a\) @act-ict.com](#)>; Accra Facilities

[s 22\(1\)\(a\)\(ii\) @dfat.gov.au](#)>; [s 47F\(1\) @act-ict.com](#)>; [s 47F\(1\) @act-ict.com](#)>; [s 47F\(1\) @act-ict.com](#)>

Subject: [EXTERNAL] RE: SEEKING APPROVAL TO REMOVE FAULTY CAMERAS FOR FIXING OR REPLACEMENT [SEC=OFFICIAL]

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Dear [s 22\(1\)\(a\)\(ii\)](#)

I hope this mail finds you well.

We humbly request to meet with you on Tuesday July 16th at your premises.

Purpose of this meeting is to further discuss the shipment of faulty cameras to the Axis Service Center.

Persons to attend this meeting are as follows:

[s 47F\(1\)](#)

Kindly confirm your availability for this meeting please.

Thank you.

[s 47F\(1\)](#)

ACT ICT Ghana Ltd.

Tel: [s 47F\(1\)](#)

Mob: [s 47F\(1\)](#)

www.act-ict.com

From: [s 47F\(1\) .act-ict@outlook.com](#)>

Sent: Thursday, July 11, 2024 1:31 PM

To: [s 22\(1\)\(a\)\(ii\) @dfat.gov.au](#)>

Cc: [s 22\(1\)\(a\)\(ii\) @dfat.gov.au](#)>; [s 22\(1\)\(a\)\(ii\) @dfat.gov.au](#)>; [s 22\(1\)\(a\)\(ii\) @dfat.gov.au](#)>; [s 47F\(1\) @act-ict.com](#)>; [s 47F\(1\) @act-ict.com](#)>; [s 47F\(1\) .act-ict@outlook.com](#)>;

Office [s 47G\(1\)\(a\) act-ict.com](#)>; ACT-ICT Projects [s 47G\(1\)\(a\) @act-ict.com](#)>; Accra Facilities

[s 22\(1\)\(a\)\(ii\) @dfat.gov.au](#)>; [s 47F\(1\) @act-ict.com](#)>; [s 47F\(1\) @act-ict.com](#)>; [s 47F\(1\) @act-ict.com](#)>; [s 47F\(1\) @act-ict.com](#)>

[ict.com](#)>

Subject: RE: SEEKING APPROVAL TO REMOVE FAULTY CAMERAS FOR FIXING OR REPLACEMENT [SEC=OFFICIAL]

Hello **s 22(1)(a)(ii)**

Please review my previous email for the detailed information you requested.

Thank you.

BR



s 47F(1)

**Technical Support Engineer
ACT ICT Ghana Ltd.**

Tel: **s 47F(1)**

Mob: **s 47F(1)**

WhatsApp: **s 47F(1)**

E: **s 47F(1)** [.act-ict@outlook.com](mailto:act-ict@outlook.com)

www.act-ict.com

From: **s 22(1)(a)(ii)** @dfat.gov.au>

Sent: Thursday, July 11, 2024 9:51 AM

To: **s 47F(1)** .act-ict@outlook.com>

Cc: **s 22(1)(a)(ii)** @dfat.gov.au>; **s 22(1)(a)(ii)** @dfat.gov.au>; **s 22(1)(a)(ii)** @dfat.gov.au>; **s 47F(1)** @act-ict.com>; **s 47F(1)** .act-ict@outlook.com>;

Office **s 47G(1)(a)** act-ict.com>; 'ACT-ICT Projects **s 47G(1)(a)** @act-ict.com>; Accra Facilities

s 22(1)(a)(ii) @dfat.gov.au>; **s 47F(1)** @act-ict.com>

Subject: SEEKING APPROVAL TO REMOVE FAULTY CAMERAS FOR FIXING OR REPLACEMENT [SEC=OFFICIAL]

OFFICIAL

Hi **s 47F(1)**

As confirmed that cameras warranty are still valid, DHOM is happy to give approval for the above subject matter.

s 47E(d)

Many thanks

Best Regards,

s 22(1)(a)(ii)

ICT System Admin. and Assistant Facilities Manager

Australian High Commission

No. 2 Second Rangoon Close, Cantonments, Accra, Ghana

Phone **s 22(1)(a)(ii)** | Mobile **s 22(1)(a)(ii)**

s 22(1)(a)(ii)

Email **s 22(1)(a)(ii)** @dfat.gov.au

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From: s 47F(1) <.act-ict@outlook.com>
Sent: Thursday, June 27, 2024 12:41 PM
To: s 22(1)(a)(ii) <@dfat.gov.au>
Cc: s 22(1)(a)(ii) <@dfat.gov.au>; s 22(1)(a)(ii) <@dfat.gov.au>; s 22(1)(a)(ii) <@dfat.gov.au>; s 47F(1) <@act-ict.com>; s 47F(1) <.act-ict@outlook.com>;
 Office s 47G(1)(a) <act-ict.com>; 'ACT-ICT Projects' s 47G(1)(a) <@act-ict.com>; Accra Facilities
 s 22(1)(a)(ii) <@dfat.gov.au>; s 47F(1) <@act-ict.com>
Subject: RE: [EXTERNAL] 2024 s 37(1)(c), s 47E(d) CCTV MAINTENACE [SEC=OFFICIAL]

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Hello s 22(1)(a)(ii)

Well noted.

We are on standby for your approval.

Thank you

BR



s 47F(1)

Technical Support Engineer
ACT ICT Ghana Ltd.

Tel: s 47F(1)

Mob: s 47F(1)

WhatsApp: s 47F(1)

E: s 47F(1) <.act-ict@outlook.com>

www.act-ict.com

From: s 22(1)(a)(ii) <@dfat.gov.au>
Sent: Thursday, June 27, 2024 12:38 PM
To: s 47F(1) <.act-ict@outlook.com>
Cc: s 22(1)(a)(ii) <@dfat.gov.au>; s 22(1)(a)(ii) <@dfat.gov.au>; s 22(1)(a)(ii) <@dfat.gov.au>; s 47F(1) <@act-ict.com>; s 47F(1) <.act-ict@outlook.com>;
 Office s 47G(1)(a) <act-ict.com>; 'ACT-ICT Projects' s 47G(1)(a) <@act-ict.com>; Accra Facilities
 s 22(1)(a)(ii) <@dfat.gov.au>; s 47F(1) <@act-ict.com>
Subject: RE: [EXTERNAL] 2024 s 37(1)(c), s 47E(d) CCTV MAINTENACE [SEC=OFFICIAL]

OFFICIAL

Hi s 47F(1)

Please thanks for the clarification on the warranty period and will discuss about your request for servicing the cameras mentioned in our previous meeting and revert.

Best Regards,

s 22(1)(a)(ii)

ICT System Admin. and Assistant Facilities Manager
Australian High Commission

No. 2 Second Rangoon Close, Cantonments, Accra, Ghana

Phone s 22(1)(a)(ii) | Mobile +s 22(1)(a)(ii)

s 22(1)(a)(ii)

Email s 22(1)(a)(ii)@dfat.gov.au

[Web](#) | [Facebook](#) | [Twitter](#)

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From: s 47F(1) <.act-ict@outlook.com>
Sent: Wednesday, June 26, 2024 5:49 PM
To: s 22(1)(a)(ii) <@dfat.gov.au>
Cc: s 22(1)(a)(ii) <@dfat.gov.au>; s 22(1)(a)(ii) <@dfat.gov.au>; s 22(1)(a)(ii) <@dfat.gov.au>; s 47F(1) <@act-ict.com>; s 47F(1) <.act-ict@outlook.com>; Office s 47G(1)(a) <act-ict.com>; 'ACT-ICT Projects s 47G(1)(a) <@act-ict.com>; Accra Facilities s 22(1)(a)(ii) <@dfat.gov.au>; s 47F(1) <@act-ict.com>
Subject: RE: [EXTERNAL] 2024 s 37(1)(c), s 47E(d) CCTV MAINTENACE [SEC=OFFICIAL]

CAUTION: This email originated from outside the organisation. Do not click links or open attachments unless you recognise the sender.

Hello s 22(1)(a)(ii)

I apologize for the delayed response.

As per the contract, the warranty remains valid as specified in the contract document.

Therefore, we request your approval to proceed with servicing the cameras mentioned in our previous communication.

Additionally, today's maintenance has been completed successfully.

We appreciate your continued cooperation.

Thank you

Best Regards



s 47F(1)

Technical Support Engineer
ACT ICT Ghana Ltd.

Tel: s 47F(1)

Mob: s 47F(1)

WhatsApp: s 47F(1)

E: s 47F(1) .act-ict@outlook.com

www.act-ict.com

From: s 22(1)(a)(ii) @dfat.gov.au>

Sent: Tuesday, June 25, 2024 9:44 AM

To: s 47F(1) .act-ict@outlook.com>

Cc: s 22(1)(a)(ii) @dfat.gov.au>; s 22(1)(a)(ii) @dfat.gov.au>; s 22(1)(a)(ii) @dfat.gov.au>; s 47F(1) @act-ict.com>; s 47F(1) @act-ict@outlook.com>;

Office s 47G(1)(a) @act-ict.com>; 'ACT-ICT Projects' s 47G(1)(a) @act-ict.com>; Accra Facilities

s 22(1)(a)(ii) @dfat.gov.au>

Subject: RE: [EXTERNAL] 2024 s 37(1)(c), s 47E(d) CCTV MAINTENACE [SEC=OFFICIAL]

OFFICIAL

Hi s 47F(1)

Please find the attached document, as warranty registrations spelled out in the contract.

Best Regards,

s 22(1)(a)(ii)

ICT System Admin. and Assistant Facilities Manager
Australian High Commission

No. 2 Second Rangoon Close, Cantonments, Accra, Ghana

Phone s 22(1)(a)(ii) | Mobile s 22(1)(a)(ii)

s 22(1)(a)(ii)

Email s 22(1)(a)(ii) @dfat.gov.au

[Web](#) | [Facebook](#) | [Twitter](#)

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[We acknowledge](#) the Traditional Custodians of Country throughout Australia, and their continuing connection to land, waters and community. We pay our respects to all First Nations peoples, their cultures and to their Elders, past, present and emerging.

From: s 47F(1) .act-ict@outlook.com>

Sent: Monday, June 24, 2024 5:26 PM

To: s 22(1)(a)(ii) @dfat.gov.au>

Cc: s 22(1)(a)(ii) @dfat.gov.au>; s 22(1)(a)(ii) @dfat.gov.au>; s 22(1)(a)(ii) @dfat.gov.au>; s 47F(1) @act-ict.com>; s 47F(1) @act-ict@outlook.com>;

Office s 47G(1)(a) @act-ict.com>; 'ACT-ICT Projects' s 47G(1)(a) @act-ict.com>; Accra Facilities

s 22(1)(a)(ii) @dfat.gov.au>

Subject: RE: [EXTERNAL] 2024 s 37(1)(c), s 47E(d) CCTV MAINTENACE [SEC=OFFICIAL]

CAUTION: This email originated from outside the organisation. Do not click links or open attachments unless you recognise the sender.

Hello **s 22(1)(a)(ii)**

Thank you for the brief meeting we had last Friday.

Kindly find our responses to your earlier mail in green

s 37(1)(c), s 47E(d)

2. Cost of ordering a new camera including activation and ETA.

Please refer to the attached quotation

s 37(1)(c), s 47E(d)

4. Warranty Extension on cameras.

Australian High has a maximum of 3 years manufacturer's warranty for the cameras.

s 37(1)(c), s 47E(d)

Please let me know if there are any concerns or additional adjustments needed.

Thank you for your usual cooperation.

Best Regards..



s 47F(1)

Technical Support Engineer
ACT ICT Ghana Ltd.

Tel: **s 47F(1)**

Mob: **s 47F(1)**

WhatsApp: **s 47F(1)**

E: **s 47F(1)** .act-ict@outlook.com

www.act-ict.com

From: **s 22(1)(a)(ii)** @dfat.gov.au>

Sent: Friday, June 21, 2024 12:28 PM

To: **s 47F(1)** .act-ict@outlook.com>

Cc: **s 22(1)(a)(ii)** @dfat.gov.au>; **s 22(1)(a)(ii)** @dfat.gov.au>; **s 47F(1)** @act-ict.com>; **s 47F(1)**

@dfat.gov.au>; **s 22(1)(a)(ii)** .act-ict@outlook.com>;

Office ^{s 47G(1)(a)} act-ict.com>; 'ACT-ICT Projects' ^{s 47G(1)(a)} @act-ict.com>; Accra Facilities ^{s 22(1)(a)(ii)} @dfat.gov.au>

Subject: RE: [EXTERNAL] 2024 ^{s 37(1)(c), s 47E(d)} CCTV MAINTENACE [SEC=OFFICIAL]

OFFICIAL

Hi ^{s 47F(1)}

Thanks for coming in today to address issues regarding conditions of some cameras.

Per our discussions please kindly provide us with information on the following:

^{s 37(1)(c), s 47E(d)}

2. Cost of ordering a new camera including activation and ETA.

^{s 37(1)(c), s 47E(d)}

4. Warranty Extension on cameras.

Best Regards,

^{s 22(1)(a)(ii)}

ICT System Admin. and Assistant Facilities Manager

Australian High Commission

No. 2 Second Rangoon Close, Cantonments, Accra, Ghana

Phone ^{s 22(1)(a)(ii)} | Mobile +^{s 22(1)(a)(ii)}

^{s 22(1)(a)(ii)}

Email ^{s 22(1)(a)(ii)} @dfat.gov.au

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We acknowledge the Traditional Custodians of Country throughout Australia, and their continuing connection to land, waters and community. We pay our respects to all First Nations peoples, their cultures and to their Elders, past, present and emerging.

From: ^{s 47F(1)} [.act-ict@outlook.com](mailto:act-ict@outlook.com)>

Sent: Tuesday, June 18, 2024 11:00 AM

To: ^{s 22(1)(a)(ii)} @dfat.gov.au>

Cc: ^{s 22(1)(a)(ii)} @dfat.gov.au>; ^{s 22(1)(a)(ii)} @dfat.gov.au>; Ahc Yutees

^{s 47G(1)(a)} ; ^{s 22(1)(a)(ii)} @dfat.gov.au>; ^{s 47F(1)} @act-ict.com>; ^{s 47F(1)}

act-ict@outlook.com>; Office ^{s 47G(1)(a)} act-ict.com>; 'ACT-ICT Projects' ^{s 47G(1)(a)} @act-ict.com>

Subject: [EXTERNAL] 2024 ^{s 37(1)(c), s 47E(d)} CCTV MAINTENACE

CAUTION: This email originated from outside the organisation. Do not click links or open attachments unless you recognise the sender.

Good morning ^{s 22(1)(a)(ii)}

I hope this email finds you well.

s 37(1)(c), s 47E(d)

Furthermore, s 37(1)(c), s maintenance is scheduled for next Wednesday, June 26th, 2024. We kindly request your approval and access for the following technicians to your premises:

s 47F(1)

We need your approval and any concerns you may have in order to proceed with this maintenance,

Your approval and feedback are needed to proceed.

Counting on your usual cooperation.

Best regards,



s 47F(1)

Technical Support Engineer
ACT ICT Ghana Ltd.

Tel: s 47F(1)

Mob: s 47F(1)

WhatsApp: s 47F(1)

E: s 47F(1) .act-ict@outlook.com

www.act-ict.com

s 22(1)(a)(ii)

From: ACT-ICT Projects s 47G(1)(a)@act-ict.com>
Sent: Tuesday, 16 July 2024 9:08 AM
To: s 22(1)(a)(ii)
Cc: s 22(1)(a)(ii)
Subject: RE: [EXTERNAL] Accra CCTV - Request for Clearing Documents (Axis Equipment)-
s 47G(1)(a) Final [SEC=OFFICIAL]
Attachments: s 47G(1)(a)

CAUTION: This email originated from outside the organisation. Do not click links or open attachments unless you recognise the sender.

Good morning Team,

Attached well received with thanks. Kindly do share IDF copies as well.
Thank you.

s 47F(1)
ACT ICT Ghana Ltd.
Tel: s 47F(1)
www.act-ict.com

From: s 22(1)(a)(ii) @dfat.gov.au>
Sent: Tuesday, July 16, 2024 8:18 AM
To: ACT-ICT Projects s 47G(1)(a)@act-ict.com>
Cc: s 22(1)(a)(ii) @dfat.gov.au>
Subject: FW: [EXTERNAL] Accra CCTV - Request for Clearing Documents (Axis Equipment)-s 47G(1)(a) - Final [SEC=OFFICIAL]

OFFICIAL

Dear s 47F(1)

Please find attached documents as requested.

Regards

s 22(1)(a)(ii)

From: s 47F(1) @ags-globalsolutions.com>
Sent: Monday, 15 July 2024 3:56 pm
To: s 22(1)(a)(ii) @dfat.gov.au>
Cc: s 47F(1) @ags-globalsolutions.com>; s 22(1)(a)(ii) @dfat.gov.au>
Subject: RE: [EXTERNAL] Accra CCTV - Request for Clearing Documents (Axis Equipment)-s 47G(1)(a) - Final [SEC=OFFICIAL]

CAUTION: This email originated from outside the organisation. Do not click links or open attachments unless you recognise the sender.

Dear s 22(1)(a)(ii)

I have attached the BOE for the two AWBs you shared. **s 47G(1)(a)**

Thanks & Regards,

s 47F(1)

Tel: **s 47F(1)**

| **Operations Manager – AGS GHANA**

Email: **s 47F(1)** @ags-globalsolutions.com



To serve you better, AGS has moved !

Please note our new address in Tema Free Zone Enclave:

GPS: <https://goo.gl/maps/4m5NhxHuc7GxLtvf9> - **Digital address:** GK-0170-9219

[Data Privacy](#) | [Anti-Bribery & Corruption - Anti-Trust](#) | [Quality Performance](#)

www.ags-globalsolutions.com



[Discover our services >>](#)



From: **s 22(1)(a)(ii)** @dfat.gov.au

Sent: Monday, 15 July 2024 10:39 am

To: **s 47F(1)** @ags-globalsolutions.com

Cc: **s 47F(1)** @ags-globalsolutions.com; **s 22(1)(a)(ii)**

@dfat.gov.au

Subject: FW: [EXTERNAL] Accra CCTV - Request for Clearing Documents (Axis Equipment)- **s 47G(1)(a)** - Final [SEC=OFFICIAL]

OFFICIAL

Hi **s 47F(1)**,

ACT-ICT is requesting for the bills of entry and IDF for both shipments.

Thanks

s 22(1)(a)(ii)

From: ACT-ICT Projects **s 47G(1)(a)** @act-ict.com

Sent: Monday, 15 July 2024 9:08 am

To: **s 22(1)(a)(ii)** @dfat.gov.au

Cc: **s 22(1)(a)(ii)** @dfat.gov.au

Subject: RE: [EXTERNAL] Accra CCTV - Request for Clearing Documents (Axis Equipment)- **s 47G(1)(a)** - Final [SEC=OFFICIAL]

CAUTION: This email originated from outside the organisation. Do not click links or open attachments unless you recognise the sender.

Good morning s 22(1)(a)(ii)

Thanks for taking this up.
We require the bills of entry and IDF for both shipments.

On standby for your immediate feedback.

Kind regards,
s 47F(1)
ACT ICT Ghana Ltd.
Tel: s 47F(1)
www.act-ict.com

From: s 22(1)(a)(ii) <[s 22\(1\)\(a\)\(ii\)@dfat.gov.au](mailto:s 22(1)(a)(ii)@dfat.gov.au)>
Sent: Monday, July 15, 2024 8:47 AM
To: ACT-ICT Projects s 47G(1)(a) <[s 47G\(1\)\(a\)@act-ict.com](mailto:s 47G(1)(a)@act-ict.com)>
Cc: s 22(1)(a)(ii) <[s 22\(1\)\(a\)\(ii\)@dfat.gov.au](mailto:s 22(1)(a)(ii)@dfat.gov.au)>
Subject: RE: [EXTERNAL] Accra CCTV - Request for Clearing Documents (Axis Equipment)- s 47G(1)(a) - Final [SEC=OFFICIAL]

OFFICIAL

Dear s 47F(1)

Kindly see below feedback from our agent, if you could specify the exact clearing document you need.

Regards

s 22(1)(a)(ii)

From: s 47F(1) <[s 47F\(1\)@ags-globalsolutions.com](mailto:s 47F(1)@ags-globalsolutions.com)>
Sent: Friday, 12 July 2024 4:56 pm
To: s 22(1)(a)(ii) <[s 22\(1\)\(a\)\(ii\)@dfat.gov.au](mailto:s 22(1)(a)(ii)@dfat.gov.au)>
Cc: s 47F(1) <[s 47F\(1\)@ags-globalsolutions.com](mailto:s 47F(1)@ags-globalsolutions.com)>
Subject: RE: [EXTERNAL] Accra CCTV - Request for Clearing Documents (Axis Equipment)- s 47G(1)(a) - Final [SEC=OFFICIAL]

CAUTION: This email originated from outside the organisation. Do not click links or open attachments unless you recognise the sender.

Dear s 22(1)(a)(ii)

Please have ACT IT specify the exact document they need. The clearing document requested is way too broad.

Thanks & Regards,

Ernest N. S. ODOTEI | Operations Manager – AGS GHANA

Tel: s 47F(1) **Email:** s 47F(1) <[s 47F\(1\)@ags-globalsolutions.com](mailto:s 47F(1)@ags-globalsolutions.com)>



To serve you better, AGS has moved !

Please note our new address in Tema Free Zone Enclave:

GPS: <https://goo.gl/maps/4m5NhxHuc7GxLtvf9> - **Digital address:** GK-0170-9219

[Data Privacy](#) | [Anti-Bribery & Corruption - Anti-Trust](#) | [Quality Performance](#)

www.ags-globalsolutions.com



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From: s 22(1)(a)(ii) [@dfat.gov.au](mailto:s22(1)(a)(ii)@dfat.gov.au)
Sent: Friday, 12 July 2024 12:59 pm
To: s 47F(1) [@ags-globalsolutions.com](mailto:s47f(1)@ags-globalsolutions.com)
Subject: FW: [EXTERNAL] Accra CCTV - Request for Clearing Documents (Axis Equipment)- s 47G(1)(b) - Final [SEC=OFFICIAL]
Importance: High

OFFICIAL

Dear s 47F(1)

ACT IT is requesting for clearing documents of CCTV equipment we purchased in 2022.

As our clearing agent, grateful if you could assist with these documents to be forwarded to the company for reconciliation purposes.

Attached are supporting documents for your reference.

Regards

s 22(1)(a)(ii)

From: s 22(1)(a)(ii) [@dfat.gov.au](mailto:s22(1)(a)(ii)@dfat.gov.au)
Sent: Friday, 12 July 2024 10:45 am
To: s 22(1)(a)(ii) [@dfat.gov.au](mailto:s22(1)(a)(ii)@dfat.gov.au)
Subject: FW: [EXTERNAL] Accra CCTV - Request for Clearing Documents (Axis Equipment)- s 47G(1)(b) - Final [SEC=OFFICIAL]
Importance: High

OFFICIAL

fya

From: ACT-ICT Projects s 47G(1)(b) [@act-ict.com](mailto:s47g(1)(b)@act-ict.com)
Sent: Thursday, July 11, 2024 4:00 PM
To: s 22(1)(a)(ii) [@dfat.gov.au](mailto:s22(1)(a)(ii)@dfat.gov.au)
Cc: s 22(1)(a)(ii) [@dfat.gov.au](mailto:s22(1)(a)(ii)@dfat.gov.au); Accounts ACT ICT Ghana s 47G(1)(b) [@act-ict.com](mailto:s47g(1)(b)@act-ict.com)
Subject: [EXTERNAL] RE: Accra CCTV - Request for Clearing Documents (Axis Equipment)- s 47G(1)(b) - Final
Importance: High

CAUTION: This email originated from outside the organisation. Do not click links or open attachments unless you recognise the sender.

Dear ^{s 22(1)(a)(ii)}

I trust you are well.

Please see attached documents for goods you cleared in 2022 and kindly assist with clearing documents. This is urgently required by our bank for the purpose of reconciliation against payment made to our suppliers.

Thank you and counting on your assistance on this.

Kind regards,

^{s 47F(1)}

ACT ICT Ghana Ltd.

Tel: ^{s 47F(1)}

www.act-ict.com

From: ^{s 22(1)(a)(ii)} [@dfat.gov.au](mailto:dfat.gov.au)>

Sent: Monday, June 13, 2022 4:56 PM

To: ACT-ICT Projects ^{s 47G(1)(b)} [@act-ict.com](mailto:act-ict.com)>

Cc: ^{s 22(1)(a)(ii)} [@dfat.gov.au](mailto:dfat.gov.au)>; ^{s 22(1)(a)(ii)} [@dfat.gov.au](mailto:dfat.gov.au)>;

^{s 22(1)(a)(ii)} [@dfat.gov.au](mailto:dfat.gov.au)>; Accra Facilities ^{s 22(1)(a)(ii)} [@dfat.gov.au](mailto:dfat.gov.au)>; ^{s 47F(1)}

[@act-ict.com](mailto:act-ict.com)>; ^{s 47F(1)} [@act-ict.com](mailto:act-ict.com)>; ^{s 47F(1)} [@act-ict.com](mailto:act-ict.com)>

Subject: Re: Accra CCTV - Alert for Clearing of Final Delivery (Axis Equipment)- ^{s 47G(1)(b)} [SEC=OFFICIAL]

OFFICIAL

Dear ^{s 47F(1)}

Trust you are doing well.

Kindly be informed that shipment has been cleared and will be delivered to the High Commission tomorrow, Tuesday, 14 June 2022 as we are out of office today on national holiday.

Thank you.

Kind regards,

^{s 22(1)(a)(ii)}

A/g Consular & Staffing Manager

Australian High Commission

No. 2 Second Rangoon Close, Cantonments, Accra, Ghana

Phone ^{s 22(1)(a)(ii)} | Email ^{s 22(1)(a)(ii)} [@dfat.gov.au](mailto:dfat.gov.au)

[Web](#) | [Facebook](#) | [Twitter](#)

P Please consider the environment before printing this email.



From: ACT-ICT Projects [s 47G\(1\)\(a\)@act-ict.com](mailto:s 47G(1)(a)@act-ict.com)>
Sent: 18 May 2022 12:42
To: [s 22\(1\)\(a\)\(ii\)@dfat.gov.au](mailto:s 22(1)(a)(ii)@dfat.gov.au)>
Subject: [EXTERNAL] FW: Accra CCTV - Alert for Clearing of Final Delivery (Axis Equipment)- [s 47G\(1\)\(a\)](mailto:s 47G(1)(a)@act-ict.com)

CAUTION: This email originated from outside the organisation. Do not click links or open attachments unless you recognise the sender.

Hello [s 22\(1\)\(a\)\(ii\)](mailto:s 22(1)(a)(ii)@dfat.gov.au)

Please see attached.

Kind regards,

[s 47F\(1\)](mailto:s 47F(1)@act-ict.com)

ACT ICT Ghana Ltd.

Tel: [s 47F\(1\)](tel:s 47F(1)@act-ict.com)

www.act-ict.com

From: ACT-ICT Projects
Sent: Wednesday, April 27, 2022 1:58 PM
To: [s 22\(1\)\(a\)\(ii\)@dfat.gov.au](mailto:s 22(1)(a)(ii)@dfat.gov.au)>
Cc: [s 22\(1\)\(a\)\(ii\)@dfat.gov.au](mailto:s 22(1)(a)(ii)@dfat.gov.au)>; 'Accra Facilities' [s 22\(1\)\(a\)\(ii\)@dfat.gov.au](mailto:s 22(1)(a)(ii)@dfat.gov.au)>; [s 47F\(1\)@act-ict.com](mailto:s 47F(1)@act-ict.com)>; [s 47F\(1\)@act-ict.com](mailto:s 47F(1)@act-ict.com)>; [s 47F\(1\)@act-ict.com](mailto:s 47F(1)@act-ict.com)>
Subject: RE: Accra CCTV - Alert for Clearing of Final Delivery (Axis Equipment)- [s 47G\(1\)\(a\)](mailto:s 47G(1)(a)@act-ict.com)

Dear [s 22\(1\)\(a\)\(ii\)](mailto:s 22(1)(a)(ii)@dfat.gov.au)

Please find attached invoice, packing list and AWB for final delivery of equipment under [s 47G\(1\)\(a\)](mailto:s 47G(1)(a)@act-ict.com) .

Kindly pick up original documents from our broker. His details are as below:

[s 47G\(1\)\(a\)](mailto:s 47G(1)(a)@act-ict.com)

We are available should you require further clarifications please.
Thank you.

[s 47F\(1\)](mailto:s 47F(1)@act-ict.com)

ACT ICT Ghana Ltd.

Tel: [s 47F\(1\)](tel:s 47F(1)@act-ict.com)

www.act-ict.com

From: ACT-ICT Projects
Sent: Thursday, March 24, 2022 3:57 PM
To: [s 22\(1\)\(a\)\(ii\)@dfat.gov.au](mailto:s 22(1)(a)(ii)@dfat.gov.au)>

Cc: s 47F(1) @act-ict.com>; s 47F(1) @act-ict.com>; s 47F(1) @act-ict.com>; s 22(1)(a)(ii) @dfat.gov.au>

Subject: RE: Accra CCTV - Update on Delivery of remaining equipment from Axis- s 47G(1)(a)
[SEC=OFFICIAL]

Dear s 22(1)(a)(ii)

Grateful for your response on below.

We perfectly understand your preference for one tranche shipping in order to make the exemption/customs processes easier for all parties.

With the implications for:

1. Shipping in parts – Different commercial invoices, PLs and Airwaybills will be issued for every shipment and all associated charges (clearing, delivery etc.) will be paid separately.
2. Shipping as a complete order – One documentation will be done for all 3 items and all other cost related to clearing will be charged once.

Kindly **note** below 3 items pending delivery are from the supplier and will be shipped from the same supplier point.

I await your advice either to ship what is available now, or wait till end of April and ship all 3 items.

Thank you and kind regards,

s 47F(1)

ACT ICT Ghana Ltd.

Tel: s 47F(1)

www.act-ict.com

From: s 22(1)(a)(ii) @dfat.gov.au>

Sent: Thursday, March 24, 2022 10:29 AM

To: ACT-ICT Projects s 47G(1)(a) @act-ict.com>

Cc: s 47F(1) @act-ict.com>; s 47F(1) @act-ict.com>; s 47F(1) @act-ict.com>; s 22(1)(a)(ii) @dfat.gov.au>

Subject: RE: Accra CCTV - Update on Delivery of remaining equipment from Axis- s 47G(1)(a)
[SEC=OFFICIAL]

OFFICIAL

Hi s 22(1)(a)(ii)

Thanks for notifying us about the below consignments. Grateful for confirmation on if they will all be shipped as one tranche, with one airwaybill/packing list and invoice or they will be shipped individually in 3 consignments with separate airway bills/packing lists and separate invoices. A one tranche shipping of the remaining items will make the exemption/customs processes easier for all parties.

Therefore, what are the cost implications with regards to the application of any of the above stated actions.

Thanks, and awaiting your response.

s 22(1)(a)(ii)

Accountant & Back-up LANA
Australian High Commission

Accra, Ghana

Phone s 22(1)(a)(ii)

| Mobile s 22(1)(a)(ii)

[Web](#) | [Facebook](#) | [Twitter](#)**From:** ACT-ICT Projects s 47G(1)(a) [@act-ict.com](mailto:act-ict.com)>**Sent:** Tuesday, 22 March 2022 11:58 AM**To:** s 22(1)(a)(ii) [@dfat.gov.au](mailto:dfat.gov.au)>**Cc:** s 22(1)(a)(ii) [@dfat.gov.au](mailto:dfat.gov.au)>; s 47F(1) [@act-ict.com](mailto:act-ict.com)>; s 47F(1) act-ict.com>; s 47F(1) [@act-ict.com](mailto:act-ict.com)>**Subject:** [EXTERNAL] RE: Accra CCTV - Update on Delivery of remaining equipment from Axis- s 47G(1)(a)**CAUTION:** This email originated from outside the organisation. Do not click links or open attachments unless you recognise the sender.

Dear s 22(1)(a)(ii)

This is a kind reminder on below mail shared last week.
We are still counting on your swift feedback please.

Kind regards,

s 47F(1)

ACT ICT Ghana Ltd.

Tel: s 47F(1)

www.act-ict.com**From:** ACT-ICT Projects**Sent:** Wednesday, March 16, 2022 10:51 AM**To:** s 22(1)(a)(ii) [.Dean@dfat.gov.au](mailto:Dean@dfat.gov.au)>**Cc:** s 22(1)(a)(ii) [@dfat.gov.au](mailto:dfat.gov.au)>; s 22(1)(a)(ii) [@dfat.gov.au](mailto:dfat.gov.au)>; 'Accra Staffing' s 22(1)(a)(ii) [@dfat.gov.au](mailto:dfat.gov.au)>; s 22(1)(a)(ii) [@dfat.gov.au](mailto:dfat.gov.au)>; s 47F(1) [@act-ict.com](mailto:act-ict.com)>; s 47F(1) [@act-ict.com](mailto:act-ict.com)>; s 47F(1) [@act-ict.com](mailto:act-ict.com)>**Subject:** Accra CCTV - Update on Delivery of remaining equipment from Axis- s 47G(1)(a)

Dear s 22(1)(a)(ii)

I hope this email finds you well.

I will like to share with you an update on delivery of remaining Axis equipment under s 47G(1)(a) .

Items pending delivery with ETAs are as per below:

Description s 47E(d)	Quantity	Status
	9	Available to be shipped
	30	Available to be shipped
	6	25-Apr-22

We have attached an official letter from Axis explaining the delay on the dome cameras.

Please be informed we are trying everything possible to supply this sooner and we hope to have some positive update for you.

Thank you for your patience and counting on your swift feedback.

Kind regards,

s 47F(1)

ACT ICT Ghana Ltd.

Tel: **s 47F(1)**

www.act-ict.com

From: ACT-ICT Projects

Sent: Monday, February 21, 2022 3:12 PM

To: **s 22(1)(a)(ii)** @dfat.gov.au; **s 47F(1)** @act-ict.com>

Cc: **s 47F(1)** @act-ict.com>; **s 47F(1)** @act-ict.com>; Accra Facilities

s 22(1)(a)(ii) @dfat.gov.au>; **s 22(1)(a)(ii)** @dfat.gov.au>; **s 22(1)(a)(ii)**

@dfat.gov.au>; Accra Staffing **s 22(1)(a)(ii)** @dfat.gov.au>

Subject: RE: Accra CCTV - Alert for Clearing of Axis Consignment (PART 2) from KIA- **s 47G(1)(a)** (DELIVERY 3) [SEC=OFFICIAL]

Dear Eunice,

Thank you for the update. This is well noted.

Kind regards,

s 47F(1)

ACT ICT Ghana Ltd.

Tel: **s 47F(1)**

www.act-ict.com

From: **s 22(1)(a)(ii)** @dfat.gov.au>

Sent: Monday, February 21, 2022 2:49 PM

To: **s 47F(1)** @act-ict.com>; ACT-ICT Projects **s 47G(1)(a)** @act-ict.com>

Cc: **s 47F(1)** @act-ict.com>; **s 47F(1)** @act-ict.com>; Accra Facilities

s 22(1)(a)(ii) @dfat.gov.au>; **s 22(1)(a)(ii)** @dfat.gov.au>; **s 22(1)(a)(ii)**

@dfat.gov.au>; Accra Staffing **s 22(1)(a)(ii)** @dfat.gov.au>

Subject: RE: Accra CCTV - Alert for Clearing of Axis Consignment (PART 2) from KIA- **s 47G(1)(a)** (DELIVERY 3) [SEC=OFFICIAL]

OFFICIAL

Dear **s 47F(1)**

This is to inform you that we have just received delivery of the DHL consignment.

This brings it to a total number of three(3) consignments received by the Australian High Commission so far.

Thank you.

s 22(1)(a)(ii)

s 22(1)(a)(ii)

From: s 47F(1) <[REDACTED].act-ict@outlook.com>
Sent: Thursday, 25 April 2024 3:03 PM
To: s 22(1)(a)(ii) ; Office
Cc: s 22(1)(a)(ii) ; Accra Facilities; Office; s 47F(1)
Subject: [EXTERNAL] RE: Update on CCTV installation - Australian High Commission [SEC=OFFICIAL]
Attachments: Australian Embassy AMENDED PLAN FINAL.pdf

CAUTION: This email originated from outside the organisation. Do not click links or open attachments unless you recognise the sender.

Hello s 47F(1)

Please find attached amended CCTV layout for the Embassy.

Thank you



s 47F(1)

Technical Support Engineer

ACT ICT Ghana Ltd.

Tel: s 47F(1)

Mob: s 47F(1)

WhatsApp: s 47F(1)

E: s 47F(1)act-ict@outlook.com

www.act-ict.com

From: s 47F(1)
Sent: Thursday, April 25, 2024 1:42 PM
To: s 22(1)(a)(ii) @dfat.gov.au>; Office s 47G(1)(a) @act-ict.com>
Cc: s 22(1)(a)(ii) @dfat.gov.au>; s 22(1)(a)(ii) @dfat.gov.au>;
s 22(1)(a)(ii) @dfat.gov.au>; Accra Facilities s 22(1)(a)(ii) @dfat.gov.au>; 'Office' s 47G(1)(a) @act-ict.com>; s 47F(1) @act-ict.com>; s 47F(1) .act-ict@outlook.com>
Subject: RE: Update on CCTV installation - Australian High Commission [SEC=OFFICIAL]

Hello s 22(1)(a)(ii)

Well noted will revert soon.

Thank you

Regards



s 47F(1)

Technical Support Engineer

ACT ICT Ghana Ltd.

Tel: s 47F(1)
Mob: s 47F(1)
WhatsApp: s 47F(1)
E: s 47F(1) [.act-ict@outlook.com](mailto:act-ict@outlook.com)
www.act-ict.com

From: s 22(1)(a)(ii) [@dfat.gov.au](mailto:act-ict@dfat.gov.au)>
Sent: Thursday, April 25, 2024 1:40 PM
To: Office ^{s 47G(1)(a)} act-ict.com>; s 47F(1) [.act-ict@outlook.com](mailto:act-ict@outlook.com)>
Cc: s 22(1)(a)(ii) [@dfat.gov.au](mailto:act-ict@dfat.gov.au)>; s 22(1)(a)(ii) [@dfat.gov.au](mailto:act-ict@dfat.gov.au)>;
s 22(1)(a)(ii) [@dfat.gov.au](mailto:act-ict@dfat.gov.au)>; Accra Facilities s 22(1)(a)(ii) [@dfat.gov.au](mailto:act-ict@dfat.gov.au)>
Subject: Update on CCTV installation - Australian High Commission [SEC=OFFICIAL]

OFFICIAL

Hello s 47F(1)

Please kindly provide us with an updated CCTV drawings that includes the new installed camera in the interview room which was not part of the initial drawings.

Many thanks

s 22(1)(a)(ii)
IT Systems Administrator & Facilities Officer

Australian High Commission
No. 2 Second Rangoon Close, Cantonments, Accra, Ghana

P s 22(1)(a)(ii) | M s 22(1)(a)(ii) | VN s 22(1)(a)(ii)

[Website](#) | [Facebook](#) | [Twitter](#) | smartraveller.gov.au

Please consider the environment before printing this email

s 22(1)(a)(ii)

From: ACT-ICT Projects **s 47G(1)(a)** @act-ict.com>
Sent: Tuesday, 16 July 2024 4:17 PM
To: **s 22(1)(a)(ii)**
Cc: **s 22(1)(a)(ii)** **s 47F(1)**
Subject: RE: [EXTERNAL] Accra CCTV - Request for Clearing Documents (Axis Equipment)-
s 47G(1)(a) - DELIVERY 2 (DHL) [SEC=OFFICIAL]
Attachments: **s 47G(1)(a)**

CAUTION: This email originated from outside the organisation. Do not click links or open attachments unless you recognise the sender.

Hello **s 22(1)(a)(ii)**

Thank you very much for your assistance.

Kind regards,
s 47F(1)
ACT ICT Ghana Ltd.
Tel: **s 47F(1)**
www.act-ict.com

From: **s 22(1)(a)(ii)** @dfat.gov.au>
Sent: Tuesday, July 16, 2024 3:59 PM
To: ACT-ICT Projects **s 47G(1)(a)** @act-ict.com>
Cc: **s 22(1)(a)(ii)** @dfat.gov.au>; **s 47F(1)** @ags-globalsolutions.com>; **s 47F(1)** @ags-globalsolutions.com>
Subject: RE: [EXTERNAL] Accra CCTV - Request for Clearing Documents (Axis Equipment)-**s 47G(1)(a)** - DELIVERY 2 (DHL) [SEC=OFFICIAL]

OFFICIAL

Hi **s 47F(1)**

Kindly find the attached as requested.

Regards

s 22(1)(a)(ii)

From: **s 47F(1)** @ags-globalsolutions.com>
Sent: Tuesday, 16 July 2024 3:54 pm
To: **s 22(1)(a)(ii)** @dfat.gov.au>; **s 47F(1)** @ags-globalsolutions.com>
Cc: **s 22(1)(a)(ii)** @dfat.gov.au>
Subject: RE: [EXTERNAL] Accra CCTV - Request for Clearing Documents (Axis Equipment)-**s 47G(1)(a)** - DELIVERY 2 (DHL) [SEC=OFFICIAL]

CAUTION: This email originated from outside the organisation. Do not click links or open attachments unless you recognise the sender.

Dear **s 22(1)(a)(ii)**

I have attached the Bill of entry for your records.

Thanks & Regards,

s 47F(1)

Tel: s 47F(1)

| Operations Manager – AGS GHANA

Email: s 47F(1) [@ags-globalsolutions.com](mailto:s 47F(1)@ags-globalsolutions.com)



To serve you better, AGS has moved !

Please note our new address in Tema Free Zone Enclave:

GPS: <https://goo.gl/maps/4m5NhxHuc7GxLtvf9> - Digital address: GK-0170-9219

[Data Privacy](#) | [Anti-Bribery & Corruption - Anti-Trust](#) | [Quality Performance](#)

www.ags-globalsolutions.com



[Discover our services >>](#)



From: s 22(1)(a)(ii) [@dfat.gov.au](mailto:s 22(1)(a)(ii)@dfat.gov.au)

Sent: Tuesday, 16 July 2024 3:47 pm

To: s 47F(1) [@ags-globalsolutions.com](mailto:s 47F(1)@ags-globalsolutions.com); s 47F(1)

[@ags-globalsolutions.com](mailto:s 47F(1)@ags-globalsolutions.com)

[ags-globalsolutions.com](mailto:s 47F(1)@ags-globalsolutions.com)

Cc: s 22(1)(a)(ii) [@dfat.gov.au](mailto:s 22(1)(a)(ii)@dfat.gov.au)

Subject: FW: [EXTERNAL] Accra CCTV - Request for Clearing Documents (Axis Equipment)- s 47G(1)(a) - DELIVERY 2 (DHL) [SEC=OFFICIAL]

OFFICIAL

H s 47F(1)

Please see below further request from ACT-ICT.

Attached consignment was also cleared in 2022 by your team.

s 47G(1)(a) . Please check with your agent and kindly share bill of entry and IDF for this as well.

Thanks

s 22(1)(a)(ii)

From: ACT-ICT Projects s 47G(1)(a) [@act-ict.com](mailto:s 47G(1)(a)@act-ict.com)

Sent: Tuesday, 16 July 2024 9:41 am

To: s 22(1)(a)(ii) [@dfat.gov.au](mailto:s 22(1)(a)(ii)@dfat.gov.au)

Cc: s 22(1)(a)(ii) [@dfat.gov.au](mailto:s 22(1)(a)(ii)@dfat.gov.au)

Subject: [EXTERNAL] RE: Accra CCTV - Request for Clearing Documents (Axis Equipment)- s 47G(1)(a) - DELIVERY 2 (DHL)

CAUTION: This email originated from outside the organisation. Do not click links or open attachments unless you recognise the sender.

Dear ^{s 22(1)(a)(ii)}

Attached attached consignment was also cleared in 2022 by your team.
^{s 47G(1)(a)} . Please check with your agent and kindly share bill of entry and IDF for this as well.

Thank you.

^{s 47F(1)}
 ACT ICT Ghana Ltd.
 Tel: ^{s 47F(1)}
www.act-ict.com

From: ^{s 22(1)(a)(ii)} [@dfat.gov.au](mailto:dfat.gov.au)>
Sent: Monday, February 21, 2022 2:49 PM
To: ^{s 47F(1)} [@act-ict.com](mailto:act-ict.com)>; ACT-ICT Projects^{s 22(1)(a)(ii)} [@act-ict.com](mailto:act-ict.com)>
Cc: ^{s 47F(1)} [@act-ict.com](mailto:act-ict.com)>; ^{s 47F(1)} [@act-ict.com](mailto:act-ict.com)>; Accra Facilities ^{s 22(1)(a)(ii)} [@dfat.gov.au](mailto:dfat.gov.au)>; ^{s 22(1)(a)(ii)} [@dfat.gov.au](mailto:dfat.gov.au)>; ^{s 22(1)(a)(ii)} [@dfat.gov.au](mailto:dfat.gov.au)>; Accra Staffing ^{s 22(1)(a)(ii)} [@dfat.gov.au](mailto:dfat.gov.au)>
Subject: RE: Accra CCTV - Alert for Clearing of Axis Consignment (PART 2) from KIA-^{s 47G(1)(a)} (DELIVERY 3) [SEC=OFFICIAL]

OFFICIAL

Dear ^{s 47F(1)} ,

This is to inform you that we have just received delivery of the DHL consignment.

This brings it to a total number of three(3) consignments received by the Australian High Commission so far.

Thank you.

^{s 22(1)(a)(ii)}

From: ^{s 47F(1)} [@act-ict.com](mailto:act-ict.com)>
Sent: Tuesday, 8 February 2022 9:24 AM
To: ^{s 22(1)(a)(ii)} [@dfat.gov.au](mailto:dfat.gov.au)>; ACT-ICT Projects^{s 47F(1)} [@act-ict.com](mailto:act-ict.com)>
Cc: ^{s 47F(1)} [@act-ict.com](mailto:act-ict.com)>; ^{s 47F(1)} [@act-ict.com](mailto:act-ict.com)>; Accra Facilities ^{s 22(1)(a)(ii)} [@dfat.gov.au](mailto:dfat.gov.au)>; ^{s 22(1)(a)(ii)} [@dfat.gov.au](mailto:dfat.gov.au)>; ^{s 22(1)(a)(ii)} [@dfat.gov.au](mailto:dfat.gov.au)>
Subject: [EXTERNAL] RE: Accra CCTV - Alert for Clearing of Axis Consignment (PART 2) from KIA-^{s 47G(1)(a)} (DELIVERY 3) [SEC=OFFICIAL]

CAUTION: This email originated from outside the organisation. Do not click links or open attachments unless you recognise the sender.

Dear ^{s 22(1)(a)(ii)}

Please liaise with ^{s 22(1)(a)(ii)} on this document as the original was presented when we had our physical meeting at your end. Thanks.

Best Regards,

s 47F(1)

Administrative Manager

ACT ICT GHANA LTD.

T: s 47F(1)

M: s 47F(1)

E: s 47F(1)@act-ict.com

W: www.act-ict.com

From: s 22(1)(a)(ii) [@dfat.gov.au](mailto:dfat.gov.au)>

Sent: Tuesday, 8 February 2022 9:11 am

To: ACT-ICT Projects s 47G(1)(a)@act-ict.com>

Cc: s 47F(1) [@dfat.gov.au](mailto:dfat.gov.au)>; s 47F(1) [@dfat.gov.au](mailto:dfat.gov.au)>; s 47F(1) [@dfat.gov.au](mailto:dfat.gov.au)>; Accra Facilities s 22(1)(a)(ii) [@dfat.gov.au](mailto:dfat.gov.au)>; s 22(1)(a)(ii) [@dfat.gov.au](mailto:dfat.gov.au)>; s 22(1)(a)(ii) [@dfat.gov.au](mailto:dfat.gov.au)>

Subject: RE: Accra CCTV - Alert for Clearing of Axis Consignment (PART 2) from KIA- s 47G(1)(a) (DELIVERY 3) [SEC=OFFICIAL]

OFFICIAL

Good mornings s 47F(1)

Trust you are well.

Kindly see attached, (highlighted in yellow) a query from Ghana Customs.

Grateful if you could get us an original signed copy of the disownment letter to proceed with the process.

Kindly remember to do same for the DHL shipment.

Thank you.

s 22(1)(a)(ii)

From: s 22(1)(a)(ii)

Sent: Wednesday, 26 January 2022 2:44 PM

To: ACT-ICT Projects s 47G(1)(a)@act-ict.com>

Cc: s 47F(1) [@dfat.gov.au](mailto:dfat.gov.au)>; s 47F(1) [@dfat.gov.au](mailto:dfat.gov.au)>; s 47F(1) [@dfat.gov.au](mailto:dfat.gov.au)>; Accra Facilities s 22(1)(a)(ii) [@dfat.gov.au](mailto:dfat.gov.au)>; s 22(1)(a)(ii) [@dfat.gov.au](mailto:dfat.gov.au)>; s 22(1)(a)(ii) [@dfat.gov.au](mailto:dfat.gov.au)>

Subject: RE: Accra CCTV - Alert for Clearing of Axis Consignment (PART 2) from KIA- s 47G(1)(a) (DELIVERY 3) [SEC=OFFICIAL]

OFFICIAL

Dears s 47F(1),

Please be informed that the Application processes for AXIS (Part 1 and Part 2) have been submitted and awaiting approval from MFA, DTRD and Ghana Customs.

They will be transferred to our Agent-AGS Worldwide Shippers after going through all approvals.

You will be updated as to how it goes.

Thank you.

s 22(1)(a)(ii)

From: ACT-ICT Projects s 47G(1)(a)@act-ict.com>
Sent: Wednesday, 26 January 2022 2:13 PM
To: s 22(1)(a)(ii) @dfat.gov.au>
Cc: s 47F(1) @act-ict.com>; s 47F(1) @act-ict.com>; s 47F(1) @act-ict.com>;
s 22(1)(a)(ii) @dfat.gov.au>; Accra Facilities s 22(1)(a)(ii) @dfat.gov.au>
Subject: [EXTERNAL] RE: Accra CCTV - Alert for Clearing of Axis Consignment (PART 2) from s 47G(1)(a)
(DELIVERY 3) [SEC=OFFICIAL]

CAUTION: This email originated from outside the organisation. Do not click links or open attachments unless you recognise the sender.

Dear s 22(1)(a)(ii)

Your mail is well noted with thanks.
We will be on standby.

Kind regards,

s 47F(1)

ACT ICT Ghana Ltd.

Tel: s 47F(1)

www.act-ict.com

From: s 22(1)(a)(ii) @dfat.gov.au>
Sent: Wednesday, January 26, 2022 11:46 AM
To: ACT-ICT Projects s 47G(1)(a)@act-ict.com>
Cc: s 47F(1) @act-ict.com>; s 47F(1) @act-ict.com>; s 47F(1) @act-ict.com>;
s 22(1)(a)(ii) @dfat.gov.au>; Accra Facilities s 22(1)(a)(ii) @dfat.gov.au>
Subject: RE: Accra CCTV - Alert for Clearing of Axis Consignment (PART 2) from KIA- s 47G(1)(a)
(DELIVERY 3) [SEC=OFFICIAL]

OFFICIAL

Dear s 47F(1)

Thank you for the email.

We have already submitted the Application for shipment with AXIS Part 1, s 47G(1)(a) and also started with AXIS Part 2, DHL shipment with Invoice s 47G(1)(a)

Our Headquarters has been notified of your below request and we are currently awaiting their response.

We will continue with the application process, with the hope that we will receive feedback from them soon.

This is to forestall any delay costs as well as to speed up the final Customs review process.

Thanks for your patience. You will be notified as soon as any contrary directions come up.

Kind regards,
s 22(1)(a)(ii)

s 22(1)(a)(ii) SAO

Australian High Commission in Accra, Ghana

From: ACT-ICT Projects s 47G(1)(a)@act-ict.com>
Sent: Wednesday, 26 January 2022 10:50 AM
To: s 22(1)(a)(ii) @dfat.gov.au>
Cc: s 47F(1) @act-ict.com>; s 47F(1) @act-ict.com>; s 47F(1) @act-ict.com>;
s 22(1)(a)(ii) @dfat.gov.au>
Subject: [EXTERNAL] RE: Accra CCTV - Alert for Clearing of Axis Consignment (PART 2) from s 47G(1)(a)
(DELIVERY 3) [SEC=OFFICIAL]

CAUTION: This email originated from outside the organisation. Do not click links or open attachments unless you recognise the sender.

Hello s 22(1)(a)(ii)

Kindly be reminded of below mail. We still await your response to our submission so we can proceed further.

Please note 3rd shipment (by DHL) has also started incurring demurrage charges and your acknowledgement of below mail is required to handle this swiftly.

Thank you and looking forward to hearing from you.

s 47F(1)

ACT ICT Ghana Ltd.

Tel: s 47F(1)

www.act-ict.com

From: ACT-ICT Projects
Sent: Monday, January 24, 2022 5:51 PM
To: s 22(1)(a)(ii) @dfat.gov.au>
Cc: s 47F(1) @act-ict.com>; s 47F(1) @act-ict.com>; s 47F(1) @act-ict.com>;
s 22(1)(a)(ii) @dfat.gov.au>
Subject: RE: Accra CCTV - Alert for Clearing of Axis Consignment (PART 2) from KIA- s 47G(1)(a)
(DELIVERY 3) [SEC=OFFICIAL]

s 22(1)(a)(ii)
Hello

Thank you and your team for our meeting this morning.
Mail serves as a follow up to what was discussed including;

1. Three (3) out of four (4) shipments have arrived here in Ghana and is expected to be cleared by the embassy.
As confirmed by both parties, all documents to enable clearing for all three shipments have been shared with Australian High for further action.
2. Acceptance letter for consignment was to be issued by the embassy to confirm goods are for them. The Embassy is to issue that letter now for your broker to continue clearing processes for all 3 shipments which arrived.
3. Feedback on shipping address for the fourth (final) shipment will hopefully include Australian High Commission as the notify party. Note, manufacturer could not accept addressing consignment to the embassy as ACT is the authorized local partner for the region.

4. Demurrage charges – As was already discussed at the meeting, contract/ purchase order received from Australian embassy does not make us liable to pay these charges. Our terms of supply per our quotation issued and your approval indicates incoterms to be CIP, Accra Airport. However, if there is any other document that contradicts what we have, kindly share with us for reference.

Response on Storage: Our management confirms no other contract was provided besides PO which serves as contract to ACT ICT Ghana. Hence not liable for storage charges to be incurred. Rather, we will want to handle clearing of the third shipment fully at no cost to the Embassy.

Counting on your feedback and available for any other clarification if needed.

Thank you and kind regards,

s 47F(1)

ACT ICT Ghana Ltd.

Tel: **s 47F(1)**

www.act-ict.com

From: **s 22(1)(a)(ii)** @dfat.gov.au
Sent: Tuesday, January 18, 2022 7:30 AM
To: ACT-ICT Projects **s 47G(1)(a)**@act-ict.com
Cc: **s 22(1)(a)(ii)** @dfat.gov.au; **s 47F(1)** @act-ict.com; **s 47F(1)** @act-ict.com; **s 47F(1)** @act-ict.com; **s 22(1)(a)(ii)** @dfat.gov.au
Subject: RE: Accra CCTV - Alert for Clearing of Axis Consignment (PART 2) from KIA- **s 47G(1)(a)** (DELIVERY 3) [SEC=OFFICIAL]

OFFICIAL

Good morning,

Email received with thanks.

Kind regards,

s 22(1)(a)(ii)

From: ACT-ICT Projects **s 47G(1)(a)**@act-ict.com
Sent: Monday, 17 January 2022 4:37 PM
To: **s 22(1)(a)(ii)** @dfat.gov.au
Cc: **s 22(1)(a)(ii)** @dfat.gov.au; **s 47F(1)** @act-ict.com; **s 47F(1)** @act-ict.com; **s 22(1)(a)(ii)** @act-ict.com; **s 22(1)(a)(ii)** @dfat.gov.au
Subject: [EXTERNAL] RE: Accra CCTV [SEC=OFFICIAL] - Alert for Clearing of Axis Consignment (PART 2) from KIA- **s 47G(1)(a)** (DELIVERY 3)
Importance: High

CAUTION: This email originated from outside the organisation. Do not click links or open attachments unless you recognise the sender.

Dear **s 22(1)(a)(ii)**

A kind reminder on below mail and attached documents for clearing of goods per mail subject. Please be informed goods have arrived in country and awaiting clearance by your team.

Thank you and kind regards,

s 47F(1)

ACT ICT Ghana Ltd.

Tel: **s 47F(1)**

www.act-ict.com

From: ACT-ICT Projects

Sent: Thursday, January 13, 2022 1:47 PM

To: **s 22(1)(a)(ii)** @dfat.gov.au

Cc: **s 22(1)(a)(ii)** @dfat.gov.au; **s 47F(1)** @act-ict.com; **s 47F(1)** @act-ict.com; **s 47F(1)** @act-ict.com

Subject: RE: Accra CCTV [SEC=OFFICIAL] - Alert for Clearing of Axis Consignment (PART 2) from KIA- **s 47G(1)(a)** (DELIVERY 3)

Dear **s 22(1)(a)(ii)**

Please be notified part 2 of Axis consignment has been shipped and is yet to arrive in Accra. Attached are the supporting documents you'll require for Custom purposes;

- Invoice
- Pack List
- DHL Tracking#**s 47G(1)(a)**
- Disownment letter

Kindly acknowledge receipt of mail and we are available should you require further information/ assistance.

Thank you and kind regards,

s 47F(1)

ACT ICT Ghana Ltd.

Tel: **s 47F(1)**

www.act-ict.com

From: ACT-ICT Projects

Sent: Wednesday, December 15, 2021 4:26 PM

To: **s 22(1)(a)(ii)** @dfat.gov.au

Cc: **s 22(1)(a)(ii)** @dfat.gov.au; **s 47F(1)** @act-ict.com; **s 47F(1)** @act-ict.com; **s 47F(1)** @act-ict.com

Subject: RE: Accra CCTV [SEC=OFFICIAL] - Alert for Clearing of Axis Consignment from KIA- **s 47G(1)(a)** (DELIVERY 2)

Dear **s 22(1)(a)(ii)**

I will like to give you further update on subject order.

Please be informed part of the Axis consignment has been shipped and is yet to arrive in Accra.

Attached are the supporting documents you'll require for Custom purposes;

- Invoice
- Pack List
- AWB
- Disownment letter (As goods were consigned to us instead of the embassy)

Kindly acknowledge receipt of mail and we are available should you require further information/ assistance.

Thank you and kind regards,

s 47F(1)

ACT ICT Ghana Ltd.

Tel: **s 47F(1)**

www.act-ict.com

From: Accra Finance **s 22(1)(a)(ii)** dfat.gov.au>
Sent: Thursday, October 14, 2021 4:24 PM
To: ACT-ICT Projects **s 47G(1)(a)** @act-ict.com>
Cc: **s 47F(1)** @act-ict.com>; **s 47F(1)** @act-ict.com>; **s 47F(1)** @act-ict.com>
Subject: RE: Accra CCTV [SEC=OFFICIAL]

OFFICIAL

Dear **s 47F(1)**

Further to ^{s 22(1)(a)(iii)}s mail dated Wednesday, September 15 2021, kindly find attached system generated purchase order for the Mission's purchase request.

Kindly note that this purchase order supersedes the earlier version presented and is to be included (that is the purchase order number-**s 47G(1)(a)**) on delivery dockets as well as any invoice submitted.

Thank you.

Regards,
s 22(1)(a)(ii) on behalf of Finance Team
Australian High Commission
Accra

From: Accra Finance
Sent: Monday, 27 September 2021 12:33 PM
To: 'ACT-ICT Projects' **s 47G(1)(a)** @act-ict.com>
Cc: **s 47F(1)** @act-ict.com>; **s 47F(1)** @act-ict.com>; **s 47F(1)** @act-ict.com>
Subject: RE: Accra CCTV [SEC=OFFICIAL]

OFFICIAL

Thanks **s 47F(1)** we greatly appreciate this!

Regards,
s 22(1)(a)(ii) on behalf of Finance Team
Australian High Commission
Accra

From: ACT-ICT Projects **s 47G(1)(a)** @act-ict.com>
Sent: Monday, 27 September 2021 12:29 PM
To: Accra Finance **s 22(1)(a)(ii)** dfat.gov.au>
Cc: **s 47F(1)** @act-ict.com>; **s 47F(1)** @act-ict.com>; **s 47F(1)** @act-ict.com>
Subject: [EXTERNAL] RE: Accra CCTV [SEC=OFFICIAL]

CAUTION: This email originated from outside the organisation. Do not click links or open attachments unless you recognise the sender.

s 22(1)(a)(ii)
Dear

Please see attached invoice for 70% payment request.
We also have an update for you on the Axis equipment. Kindly note tentative ETA is 15 weeks. We will keep checking and update you as and when we have more information.

Thank you and kind regards,

s 47F(1)

ACT ICT Ghana Ltd.

Tel: s 47F(1)

www.act-ict.com

From: Accra Finance s 22(1)(a)(ii) dfat.gov.au>
Sent: Monday, September 27, 2021 9:32 AM
To: ACT-ICT Projects s 47G(1)(a) @act-ict.com>
Cc: s 47F(1) @act-ict.com>; Office s 47G(1)(a) act-ict.com>; s 47F(1) @act-ict.com>; s 47F(1) @act-ict.com>
Subject: RE: Accra CCTV [SEC=OFFICIAL]

OFFICIAL

Hi s 47F(1)

Sorry to be a bother; still have one more request.

Could you please provide us an invoice for the 70% payment?

Counting on your usual co-operation please.

Thank you.

Regards,
s 22(1)(a)(ii) on behalf of Finance Team
Australian High Commission
Accra

From: Accra Finance
Sent: Friday, 24 September 2021 9:05 AM
To: 'ACT-ICT Projects' s 47G(1)(a) @act-ict.com>
Subject: RE: Accra CCTV [SEC=OFFICIAL]

OFFICIAL

Thanks for the feedback s 47F(1) 😊!

Regards,
s 22(1)(a)(ii) on behalf of Finance Team

Australian High Commission
Accra

From: ACT-ICT Projects s 47G(1)(a)@act-ict.com>
Sent: Thursday, 23 September 2021 5:53 PM
To: s 22(1)(a)(ii) @dfat.gov.au>
Cc: s 47F(1) @act-ict.com>; Office s 47G(1)(a)act-ict.com>; s 47F(1) @act-ict.com>;
s 47F(1) @act-ict.com>; Accra Finance s 22(1)(a)(ii) dfat.gov.au>
Subject: [EXTERNAL] Re: Accra CCTV [SEC=OFFICIAL]

CAUTION: This email originated from outside the organisation. Do not click links or open attachments unless you recognise the sender.

s 22(1)(a)(ii)
Dear

We apologize for the delayed response. ETAs are as follows:

- For the cabling infrastructure, this can be scheduled immediately.
- ETA for Geutebrück system is 4-6 weeks
- And for Axis equipment, ETA is yet to be confirmed. We will keep you updated please.

Thank you and we are available should you require any other information.

Kind regards,
s 22(1)(a)(ii)
ACT ICT Ghana Ltd

From: s 22(1)(a)(ii) @dfat.gov.au>
Sent: Wednesday, 22 September 2021, 12:22 PM
To: ACT-ICT Projects
Cc: s 47F(1) ; Office; Elizabeth; s 47F(1); Accra Finance
Subject: RE: Accra CCTV [SEC=OFFICIAL]

OFFICIAL

Dear s 47F(1)

We spoke on phone not too long ago- thanks for your time.

Further to the mail below, grateful if you could please provide some timelines on when the Mission is to expect delivery of the items. The provision of timelines are requirements for the processing of the 70% prepayment in our accounting system please.

Looking forward to your prompt feedback 😊.

Thank you.

Regards,
s 22(1)(a)(ii) on behalf of Finance Team
Australian High Commission
Accra

From: ACT-ICT Projects s 47G(1)(a)@act-ict.com>
Sent: Thursday, 16 September 2021 9:43 AM
To: Accra Finance s 22(1)(a)(ii) dfat.gov.au>
Cc: s 47F(1) @act-ict.com>; Office s 47G(1)(a)act-ict.com>; s 47F(1) @act-ict.com>;
s 47F(1) @act-ict.com>
Subject: [EXTERNAL] RE: Accra CCTV [SEC=OFFICIAL]

CAUTION: This email originated from outside the organisation. Do not click links or open attachments unless you recognise the sender.

Dear s 22(1)(a)(ii)

We are very grateful for your attached purchase order.
Please be informed we will start with order processing as soon as possible.
In the meantime, kindly advise on the way forward with regards to the 70% prepayment as stated on our proposal.

Thank you and kind regards,

s 47F(1)

ACT ICT Ghana Ltd.

Tel: s 47F(1)

www.act-ict.com

From: Accra Finance s 22(1)(a)(ii) dfat.gov.au>
Sent: Wednesday, September 15, 2021 5:55 PM
To: ACT-ICT Projects s 47G(1)(a)@act-ict.com>; Accra Finance s 22(1)(a)(ii) dfat.gov.au>
Cc: s 47F(1) @act-ict.com>; Office s 47G(1)(a)act-ict.com>; s 47F(1) eth@act-ict.com>;
s 47F(1) @act-ict.com>
Subject: RE: Accra CCTV [SEC=OFFICIAL]

OFFICIAL

Good Afternoon s 47F(1)

Thanks for your patience. To kick of this process please this attached letter as a purchase order for Quote No. ACT PRO21.220B.

I have attached an Excel version for your accessibility.

Please do let me know if you have any further requirements.

Kind Regards,
s 22(1)(a)(ii)

s 22(1)(a)(ii)

Senior Administrative Officer and Consul
Australian High Commission

No. 2 Second Rangoon Close, Cantonments, Accra, Ghana

Phone s 22(1)(a)(ii) | Email Accrahc.Enquiries@dfat.gov.au

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From: ACT-ICT Projects [s 47G\(1\)\(a\)@act-ict.com](mailto:s 47G(1)(a)@act-ict.com)>
Sent: Wednesday, 8 September 2021 1:35 PM
To: Accra Finance [s 22\(1\)\(a\)\(ii\)@dfat.gov.au](mailto:s 22(1)(a)(ii)@dfat.gov.au)>
Cc: [s 47F\(1\)@act-ict.com](mailto:s 47F(1)@act-ict.com)>; Office [ss 47G\(1\)\(a\)@act-ict.com](mailto:ss 47G(1)(a)@act-ict.com)>; [s 47F\(1\)@act-ict.com](mailto:s 47F(1)@act-ict.com)>; [s 47F\(1\)@act-ict.com](mailto:s 47F(1)@act-ict.com)>
Subject: [EXTERNAL] RE: Accra CCTV [SEC=OFFICIAL]

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Dear Finance Team,

Please see attached completed vendor form.
We are available should you require any other information.

Looking forward to working with you.

Thanks and kind regards,

[s 47F\(1\)](mailto:s 47F(1)@act-ict.com)

ACT ICT Ghana Ltd.

Tel: [s 47F\(1\)](tel:s 47F(1)@act-ict.com)

www.act-ict.com

From: [s 47F\(1\)@act-ict.com](mailto:s 47F(1)@act-ict.com)>
Sent: Wednesday, September 8, 2021 7:06 AM
To: [s 22\(1\)\(a\)\(ii\)@dfat.gov.au](mailto:s 22(1)(a)(ii)@dfat.gov.au)>; ACT-ICT Projects [s 47G\(1\)\(a\)@act-ict.com](mailto:s 47G(1)(a)@act-ict.com)>
Cc: [s 22\(1\)\(a\)\(ii\)@dfat.gov.au](mailto:s 22(1)(a)(ii)@dfat.gov.au)>; [s 22\(1\)\(a\)\(ii\)@dfat.gov.au](mailto:s 22(1)(a)(ii)@dfat.gov.au)>; [s 47F\(1\)@act-ict.com](mailto:s 47F(1)@act-ict.com)>; Office [ss 47G\(1\)\(a\)@act-ict.com](mailto:ss 47G(1)(a)@act-ict.com)>; [s 47F\(1\)@act-ict.com](mailto:s 47F(1)@act-ict.com)>
Subject: Re: Accra CCTV [SEC=OFFICIAL]

Hello [s 22\(1\)\(a\)\(ii\)](mailto:s 22(1)(a)(ii)@act-ict.com)

Thank you for getting back to us.

We will complete the form and send it back to you today.

[@s 47F\(1\)](mailto:@s 47F(1)@act-ict.com) please assist ASAP.

Best Regards

[s 47F\(1\)](mailto:s 47F(1)@act-ict.com)

ACT ICT GHANA LTD

F28/8 Ndaningri Street Labone, Opposite Alisa Hotel Labone
Accra, Ghana

From: @dfat.gov.au>
Sent: Tuesday, September 7, 2021 7:26:19 PM
To: @act-ict.com>
Cc: Accra Finance @dfat.gov.au>
Subject: RE: Accra CCTV [SEC=OFFICIAL]

OFFICIAL

Hi

Thanks very much for the call today. Please find attached the Vendor Creation Form I mentioned in our call. Once you have returned it to @dfat.gov.au completed, I can use it to generate the Purchase Order continue on with the roll out process.

Thanks and looking forward to working together.

**Senior Administrative Officer and Consul
Australian High Commission**

No. 2 Second Rangoon Close, Cantonments, Accra, Ghana

Desk | Mobile

Email @dfat.gov.au

[Web](#) | [Facebook](#) | [Twitter](#)

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ict.com>; @act-ict.com>

Subject: RE: Accra CCTV [SEC=OFFICIAL]

Dear

I hope my email finds you well.

As requested we have updated our quotation per attached to include the following:

1. 5 Years Maintenance Plan
2. Recommended spare parts for your kind consideration.

NB: In our quotation, **item no. 4.91** are two (2) additional Camera Viewing Station for your consideration i.e. for

They are not added to the total amount but **item no. 4.90** are already added to the total amount.

Finally, please find attached our updated Site Layout to show the field of view for each camera.

We are available if you may require additional information/clarification.

We hope to hear from you soon.

Thank you & Kind Regards



Technical Manager

T:

M:

E: @act-ict.com

W: www.act-ict.com

From: s 22(1)(a)(ii) <[s22\(1\)\(a\)\(ii\)@dfat.gov.au](mailto:s22(1)(a)(ii)@dfat.gov.au)>
Sent: Tuesday, August 17, 2021 1:44 AM
To: s 47F(1) <[s47F\(1\)@act-ict.com](mailto:s47F(1)@act-ict.com)>
Subject: Accra CCTV [SEC=OFFICIAL]

OFFICIAL

Hi s 47F(1)

Just wanted to let you know we are going through the submissions and will have an answer shortly.

But before this can happen, grateful if you include in your current quote a 5 year maintenance plan including sparing reactive and preventative maintenance etc.

We also need a site layout in Visio or something similar showing the field of view for each camera.

Looking forward to your timely response.

Kind Regards

s 22(1)(a)(ii)

OFFICIAL

s 22(1)(a)(ii)

From: Office ^{s 47G(1)(a)}@act-ict.com>
Sent: Monday, 5 February 2024 11:03 AM
To: s 22(1)(a)(ii)
Cc: s 22(1)(a)(ii) ; s 47F(1) ; Accra Facilities; s 47F(1) s 22(1)(a)(ii)
Subject: RE: [EXTERNAL] s 37(1)(c), s 47E(d)
[SEC=OFFICIAL]
Attachments: 2024 AHC MAINTENANCE SCHEDULE.pdf

CAUTION: This email originated from outside the organisation. Do not click links or open attachments unless you recognise the sender.

Dear s 22(1)(a)(ii)

I hope this mail finds you well.
Kindly find attached schedule for CCTV quarterly maintenance for 2024 for your kind reference.

Thank you.

s 47F(1)

ACT ICT Ghana Ltd.
Tel: s 47F(1)
Mob: s 47F(1)
www.act-ict.com

From: s 22(1)(a)(ii) @dfat.gov.au>
Sent: Tuesday, December 19, 2023 4:26 PM
To: Office ^{s 47G(1)(a)}act-ict.com>
Cc: s 22(1)(a)(ii) @dfat.gov.au>; s 47F(1) outlook.com>; Accra Facilities s 22(1)(a)(ii) @dfat.gov.au>; s 47F(1) @act-ict.com>; s 47F(1) @act-ict.com>; ^{s 22(1)(a)}dfat.gov.au>;s 22(1)(a)(ii) dfat.gov.au>
Subject: RE: [EXTERNAL] s 37(1)(c), s 47E(d) [SEC=OFFICIAL]

OFFICIAL

Hi s 47F(1)

Good afternoon,

I am sorry ^{s 22(1)(a)(ii)} is on leave and I am also busy tomorrow, could we reschedule the ^{s 47E(d), s 37(1)(c)} maintenance to Thursday Dec 21,23.

Thanks

s 22(1)(a)(ii)
Facilities Manager

[sionGhana](#)

[Web](#) | [Facebook](#) | [Twitter](#)

🌱 Please consider the environment before printing this email.



From: Office^{s 47G(1)(a)} act-ict.com>
Sent: Tuesday, 19 December 2023 2:55 PM
To: s 22(1)(a)(ii) @dfat.gov.au>
Cc: s 22(1)(a)(ii) @dfat.gov.au>; s 47F(1) .act-ict@outlook.com>; Accra
Facilities s 22(1)(a)(ii) @dfat.gov.au>; Accra Finance s 22(1)(a)(ii) dfat.gov.au>; s 47F(1) @act-ict.com>; s 47F(1) @act-ict.com>; s 22(1)(a)(ii) @dfat.gov.au>; s 22(1)(a)(ii) @dfat.gov.au>
Subject: RE: [EXTERNAL] s 37(1)(c), s 47E(d) [SEC=OFFICIAL]

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Dear s 22(1)(a)(ii)

Warmest wishes in this season.

Kindly be informed that we will be visiting site tomorrow December 19th for scheduled ^{s 47E(d), s 37(1)(c)} maintenance service.

Our Technical Team to visit site are:

s 47F(1)

Kindly create assess for them please.

Thank you.

s 47F(1)

ACT ICT Ghana Ltd.

Tel: s 47F(1)

Mob: s 47F(1)

www.act-ict.com

From: s 22(1)(a)(ii) <[s22\(1\)\(a\)\(ii\)@dfat.gov.au](mailto:s22(1)(a)(ii)@dfat.gov.au)>
Sent: Thursday, August 31, 2023 9:07 AM
To: s 47C<s 47G(1)(a) <[act-ict.com](mailto:s47c@act-ict.com)>; s 22(1)(a)(ii) <[s22\(1\)\(a\)\(ii\)@dfat.gov.au](mailto:s22(1)(a)(ii)@dfat.gov.au)>
Cc: s 22(1)(a)(ii) <[s22\(1\)\(a\)\(ii\)@dfat.gov.au](mailto:s22(1)(a)(ii)@dfat.gov.au)>; s 47F(1) <[s47f\(1\)@act-ict.com](mailto:s47f(1)@act-ict.com)>; Accra Facilities s 22(1)(a)(ii) <[s22\(1\)\(a\)\(ii\)@dfat.gov.au](mailto:s22(1)(a)(ii)@dfat.gov.au)>; Accra Finance s 22(1)(a)(ii) <[s22\(1\)\(a\)\(ii\)@dfat.gov.au](mailto:s22(1)(a)(ii)@dfat.gov.au)>; s 47F(1) <[s47f\(1\)@act-ict.com](mailto:s47f(1)@act-ict.com)>; s 47F(1) <[s47f\(1\)@act-ict.com](mailto:s47f(1)@act-ict.com)>; s 22(1)(a)(ii) <[s22\(1\)\(a\)\(ii\)@dfat.gov.au](mailto:s22(1)(a)(ii)@dfat.gov.au)>
Subject: RE: [EXTERNAL] s 37(1)(c), s 47E(d) [SEC=OFFICIAL]

OFFICIAL

Dear s 47F(1)

Thank you for the confirmation of works being completed on 1 September 2023.

Kind regards

s 22(1)(a)(ii)

First Secretary (Management) and Consul
Australian High Commission, Ghana
No. 2 Second Rangoon Close, Cantonments, Accra, Ghana
T s 22(1)(a)(ii) **W:** <https://www.wamsconference.com>
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E: ask@wamsconference.com

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From: s 47C<s 47G(1)(a) <[act-ict.com](mailto:s47c@act-ict.com)>
Sent: Thursday, 31 August 2023 8:55 AM
To: s 22(1)(a)(ii) <[s22\(1\)\(a\)\(ii\)@dfat.gov.au](mailto:s22(1)(a)(ii)@dfat.gov.au)>; s 22(1)(a)(ii) <[s22\(1\)\(a\)\(ii\)@dfat.gov.au](mailto:s22(1)(a)(ii)@dfat.gov.au)>
Cc: s 22(1)(a)(ii) <[s22\(1\)\(a\)\(ii\)@dfat.gov.au](mailto:s22(1)(a)(ii)@dfat.gov.au)>; Emmanuel Amador <amador.act-ict@outlook.com>; Accra Facilities s 22(1)(a)(ii) <[s22\(1\)\(a\)\(ii\)@dfat.gov.au](mailto:s22(1)(a)(ii)@dfat.gov.au)>; Accra Finance s 22(1)(a)(ii) <[s22\(1\)\(a\)\(ii\)@dfat.gov.au](mailto:s22(1)(a)(ii)@dfat.gov.au)>; s 47F(1) <[s47f\(1\)@act-ict.com](mailto:s47f(1)@act-ict.com)>; s 47F(1) <[s47f\(1\)@act-ict.com](mailto:s47f(1)@act-ict.com)>; s 22(1)(a)(ii) <[s22\(1\)\(a\)\(ii\)@dfat.gov.au](mailto:s22(1)(a)(ii)@dfat.gov.au)>
Subject: RE: [EXTERNAL] s 37(1)(c), s 47E(d) [SEC=OFFICIAL]

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Dear s 22(1)(a)(ii)

I confirm that we have received cheque for additional installation which is yet to clear.
Please note that works will be done on 1st September.

Thank you.

s 47F(1)

ACT ICT Ghana Ltd.
Tel: s 47F(1)
Mob: s 47F(1)
www.act-ict.com

From: s 22(1)(a)(ii) <[s22\(1\)\(a\)\(ii\)@dfat.gov.au](mailto:s22(1)(a)(ii)@dfat.gov.au)>
Sent: Thursday, August 31, 2023 8:26 AM
To: Office s 47G(1)(a) <[s47G\(1\)\(a\)@act-ict.com](mailto:s47G(1)(a)@act-ict.com)>; s 22(1)(a)(ii) <[s22\(1\)\(a\)\(ii\)@dfat.gov.au](mailto:s22(1)(a)(ii)@dfat.gov.au)>
Cc: Candice Hooper <Candice.Hooper@dfat.gov.au>; s 47F(1) <[s47F\(1\)@act-ict@outlook.com](mailto:s47F(1)@act-ict@outlook.com)>; Accra Facilities s 22(1)(a)(ii) <[s22\(1\)\(a\)\(ii\)@dfat.gov.au](mailto:s22(1)(a)(ii)@dfat.gov.au)>; Accra Finance s 22(1)(a)(ii) <[s22\(1\)\(a\)\(ii\)@dfat.gov.au](mailto:s22(1)(a)(ii)@dfat.gov.au)>; s 47F(1) <[s47F\(1\)@act-ict.com](mailto:s47F(1)@act-ict.com)>; s 47F(1) <[s47F\(1\)@act-ict.com](mailto:s47F(1)@act-ict.com)>; s 22(1)(a)(ii) <[s22\(1\)\(a\)\(ii\)@dfat.gov.au](mailto:s22(1)(a)(ii)@dfat.gov.au)>
Subject: RE: [EXTERNAL] s 37(1)(c), s 47E(d) [SEC=OFFICIAL]

OFFICIAL

Dear s 47F(1)

Thank you for the confirmation.

Can I confirm that ACT IT has received the payment for the additional camera installation? Will this be completed on 1 September or will it be scheduled for a different day?

Kind regards

s 22(1)(a)(ii)

s 22(1)(a)(ii)

First Secretary (Management) and Consul
Australian High Commission, Ghana
No. 2 Second Rangoon Close, Cantonments, Accra, Ghana
T s 22(1)(a)(ii) **W:** <https://www.wamsconference.com>
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WAMS

West Africa Mining Security Conference

Wednesday 20 - Thursday 21 September 2023
Accra, Ghana

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From: Office ^{s 47G(1)(a)} act-ict.com>
Sent: Thursday, 31 August 2023 8:22 AM
To: ^{s 22(1)(a)(ii)} dfat.gov.au>; ^{s 22(1)(a)(ii)} dfat.gov.au>
Cc: ^{s 22(1)(a)(ii)} dfat.gov.au>; ^{s 47F(1)} act-ict@outlook.com>; Accra
Facilities ^{s 22(1)(a)(ii)} dfat.gov.au>; Accra Finance ^{s 22(1)(a)(ii)} dfat.gov.au>; ^{s 47F(1)} act-ict.com>; ^{s 47F(1)} act-ict.com>; ^{s 22(1)(a)(ii)} @dfat.gov.au>
Subject: RE: [EXTERNAL] ^{s 37(1)(c)}, ^{s 47E(d)} [SEC=OFFICIAL]

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Dear ^{s 22(1)(a)(ii)}

Please find below names of Technical personnel to visit site:

s 47F(1)

Thank you.
^{s 47F(1)}

ACT ICT Ghana Ltd.
Tel: ^{s 47F(1)}
Mob: ^{s 47F(1)}
www.act-ict.com

From: ^{s 22(1)(a)(ii)} dfat.gov.au>
Sent: Monday, August 28, 2023 3:28 PM
To: Office ^{s 47G(1)(a)} act-ict.com>; ^{s 22(1)(a)(ii)} dfat.gov.au>
Cc: ^{s 22(1)(a)(ii)} dfat.gov.au>; ^{s 47F(1)} act-ict@outlook.com>; Accra
Facilities ^{s 22(1)(a)(ii)} dfat.gov.au>; Accra Finance ^{s 22(1)(a)(ii)} dfat.gov.au>; ^{s 47F(1)} act-ict.com>; ^{s 47F(1)} act-ict.com>; ^{s 22(1)(a)(ii)} dfat.gov.au>
Subject: RE: [EXTERNAL] ^{s 37(1)(c)}, ^{s 47E(d)} [SEC=OFFICIAL]

OFFICIAL

Good afternoon **s 47E(d)**

s 22(1)(a)(ii) is out of the office at the moment but I can confirm that we are happy to proceed with the **s 37(1)(c), s 47E(d)** maintenance on 1 September 2023.

Please confirm the names of the staff attending to the maintenance so we can register with our security team prior to their arrival on 1 September 2023.

Regards

s 22(1)(a)(ii)

First Secretary (Management) and Consul
 Australian High Commission, Ghana
 No. 2 Second Rangoon Close, Cantonments, Accra, Ghana
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E: ask@wamsconference.com

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From: Office **s 47G(1)(a)** act-ict.com>
Sent: Monday, 28 August 2023 1:23 PM
To: **s 22(1)(a)(ii)** dfat.gov.au>
Cc: **s 22(1)(a)(ii)** dfat.gov.au>; **s 22(1)(a)(ii)** dfat.gov.au>; **s 47F(1)** act-ict@outlook.com>; Accra Facilities **s 22(1)(a)(ii)** dfat.gov.au>; Accra Finance **s 22(1)(a)(ii)** dfat.gov.au>; **s 47F(1)** act-ict.com>; **s 47F(1)** act-ict.com>
Subject: RE: [EXTERNAL] **s 37(1)(c), s 47E(d)** [SEC=OFFICIAL]

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Dear **s 22(1)(a)(ii)**,

This mail is to inform you that **s 47E(d), s 37(1)(c)** maintenance per contract is due for your information please. Kindly advise which of these days will be suitable for our visit for works: August 31st or September 1st.

Thank you and awaiting your response please.

Warm Regards,

s 47F(1)

ACT ICT Ghana Ltd.

Tel: s 47F(1)

Mob: s 47F(1)

www.act-ict.com

From: s 22(1)(a)(ii) dfat.gov.au>

Sent: Tuesday, August 22, 2023 9:46 AM

To: Office s 47G(1)(a) act-ict.com>; s 22(1)(a)(ii)

dfat.gov.au>; s 47F(1)

act-ict@outlook.com>

ict@outlook.com>

Cc: s 22(1)(a)(ii) dfat.gov.au>; Accra Facilities s 22(1)(a)(ii) dfat.gov.au>; Accra Finance

s 22(1)(a)(ii) dfat.gov.au>; s 47F(1)

act-ict.com>; s 47F(1)

act-ict.com>

Subject: RE: [EXTERNAL] s 37(1)(c), s 47E(d)

[SEC=OFFICIAL]

OFFICIAL

Dear s 47F(1)

Thank you. Yes, we are happy for the current spare to be used in the installation and for an additional spare to be ordered. We will endeavour to make payment as soon as possible to allow for installation on 29 August 2023 – if that will be adequate time for the technician to do the s 47E(d), s 37(1)(c) maintenance and installation.

Kind regards

s 22(1)(a)(ii)

First Secretary (Management) and Consul

Australian High Commission, Ghana

No. 2 Second Rangoon Close, Cantonments, Accra, Ghana

T s 22(1)(a)(ii) W: <https://www.wamsconference.com>

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E: ask@wamsconference.com

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From: Office ^{s 47G(1)(a)} act-ict.com>
Sent: Tuesday, 22 August 2023 9:21 AM
To: ^{s 22(1)(a)(ii)} dfat.gov.au>; ^{s 22(1)(a)(ii)} dfat.gov.au>; ^{s 47F(1)} act-ict@outlook.com>
Cc: ^{s 22(1)(a)(ii)} dfat.gov.au>; Accra Facilities ^{s 22(1)(a)(ii)} dfat.gov.au>; Accra Finance ^{s 22(1)(a)(ii)} dfat.gov.au>; ^{s 47F(1)} act-ict.com>; ^{s 47F(1)} act-ict.com>
Subject: RE: [EXTERNAL] ^{s 37(1)(c), s 47E(d)} [SEC=OFFICIAL]

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Dear ^{s 22(1)(a)(ii)}

Thank you for your acceptance.

Just to confirm, installation will be done with your spare 1pc Dome Camera you have in stock and the one to be ordered will be used as your spare?

Please note our Technical person will be on site on 29th August for ^{s 47E(d), s 37(1)(c)} maintenance works at DFAT premises. If payment is made by then, he can do the installation right away. Otherwise, works can be done shortly after payment please.

Warm Regards,

^{s 47F(1)}

ACT ICT Ghana Ltd.

Tel: ^{s 47F(1)}

Mob: ^{s 47F(1)}

www.act-ict.com

From: ^{s 22(1)(a)(ii)} dfat.gov.au>
Sent: Tuesday, August 22, 2023 8:31 AM
To: Office ^{s 47G(1)(a)} act-ict.com>; ^{s 22(1)(a)(ii)} dfat.gov.au>; ^{s 47F(1)} act-ict@outlook.com>
Cc: ^{s 22(1)(a)(ii)} dfat.gov.au>; Accra Facilities ^{s 22(1)(a)(ii)} dfat.gov.au>; Accra Finance ^{s 22(1)(a)(ii)} dfat.gov.au>
Subject: RE: [EXTERNAL] ^{s 37(1)(c), s 47E(d)} [SEC=OFFICIAL]

Dear ^{s 47F(1)}

Thank you for your invoice. We are pleased to accept.

Grateful if you and your team can confirm the timeline for installation after payment.

Kind regards

^{s 22(1)(a)(ii)}

First Secretary (Management) and Consul
 Australian High Commission, Ghana
 No. 2 Second Rangoon Close, Cantonments, Accra, Ghana
 T: s 22(1)(a)(ii) W: <https://www.wamsconference.com>
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 E: ask@wamsconference.com

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From: Office ^{s 47G(1)(a)} act-ict.com>
Sent: Thursday, 17 August 2023 3:48 PM
To: ^{s 22(1)(a)(ii)} dfat.gov.au>; ^{s 47F(1)} act-ict@outlook.com>
Cc: ^{s 22(1)(a)(ii)} dfat.gov.au>; ^{s 22(1)(a)(ii)} dfat.gov.au>; Accra Facilities
^{s 22(1)(a)(ii)} dfat.gov.au>
Subject: [EXTERNAL] RE: ^{s 37(1)(c)}, ^{s 47E(d)} [SEC=OFFICIAL]

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Dear ^{s 22(1)(a)(ii)}

Kindly find attached quotation as you requested for please.
 We hope to hear from you soon.

Warm Regards,

^{s 47F(1)}

ACT ICT Ghana Ltd.
Tel: ^{s 47F(1)}
Mob: ^{s 47F(1)}
www.act-ict.com

From: ^{s 22(1)(a)(ii)} dfat.gov.au>
Sent: Monday, August 14, 2023 8:16 AM
To: ^{s 47F(1)} act-ict@outlook.com>
Cc: ^{s 22(1)(a)(ii)} dfat.gov.au>; ^{s 22(1)(a)(ii)} dfat.gov.au>; Accra Facilities

s 22(1)(a)(ii) dfat.gov.au>; Office s 47G(1)(a) act-ict.com>

Subject: FW: s 37(1)(c), s 47E(d)

[SEC=OFFICIAL]

Importance: High

OFFICIAL

Hi s 47F(1)

Please kindly provide quote for the assessment you carried out on installing one(1) dome camera as requested in the below mail.

Regards,

s 22(1)(a)(ii)

ICT Systems (LANA) & Facilities Officer

Australian High Commission

No. 2 Second Rangoon Close, Cantonments, Accra, Ghana

M s 22(1)(a)(ii) | VoiceNet s 22(1)(a)(ii)

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WAMS

West Africa Mining Security Conference

Wednesday 20 - Thursday 21 September 2023
Accra, Ghana

From: s 22(1)(a)(ii) dfat.gov.au>

Sent: Friday, 11 August 2023 10:18 AM

To: s 22(1)(a)(ii) dfat.gov.au>

Cc: s 22(1)(a)(ii) dfat.gov.au>; Accra Facilities s 22(1)(a)(ii) dfat.gov.au>

Subject: s 37(1)(c), s 47E(d) [SEC=OFFICIAL]

Importance: High

OFFICIAL

Hi s 22(1)(a)(ii)

Can you please reach out to ACT IT to seek their ability to install s 37(1)(c), s 47E(d)

? If they can provide a quote on the costs for me to seek funding from Canberra - costs should be camera, cabling and installation.

Many thanks

s 22(1)(a)(ii)

Senior Administrative Officer and Consul

Australian High Commission, Ghana

No. 2 Second Rangoon Close, Cantonments, Accra, Ghana

Voicenet ^{s 22(1)(a)(ii)} | Ms 22(1)(a)(ii)

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W: <https://www.wamsconference.com>

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s 22(1)(a)(ii)

From: Office s 47G(1)(a) act-ict.com>
Sent: Tuesday, 12 March 2024 12:59 PM
To: s 22(1)(a)(ii)
Cc: s 22(1)(a)(ii) ; s 47F(1) ; Accra Facilities; s 47F(1) ; s 22(1)(a)(ii)
Subject: RE: [EXTERNAL] s 37(1)(c), s 47E(d)
 [SEC=OFFICIAL]
Attachments: 2024 AHC MAINTENANCE SCHEDULE.pdf

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Dear s
22(1)

I hope this mail finds you well.

Kindly be informed that our Technical team consisting of below names will be visiting site on Friday, March 15th 2024 for our s 37(1)(c), s maintenance of the year.

s 47F(1)

Please grant us site access for this purpose.
Thank you.

s 47F(1)

ACT ICT Ghana Ltd.

Tel: s 47F(1)

Mob: s 47F(1)

www.act-ict.com

From: Office
Sent: Monday, February 5, 2024 11:03 AM
To: s 22(1)(a)(ii) dfat.gov.au>
Cc: s 22(1)(a)(ii) dfat.gov.au>; s 47F(1) act-ict@outlook.com>; Accra Facilities s 22(1)(a)(ii) dfat.gov.au>; s 47F(1) act-ict.com>; s 47F(1) act-ict.com>; s 22(1)(a) dfat.gov.au>; s 22(1)(a)(ii) dfat.gov.au>; s 22(1)(a)(ii) dfat.gov.au>
Subject: RE: [EXTERNAL] s 37(1)(c), s 47E(d) [SEC=OFFICIAL]

Dear s 22(1)(a)(ii)

I hope this mail finds you well.

Kindly find attached schedule for CCTV s 47E(d), s 37(1)(c) maintenance for 2024 for your kind reference.

Thank you.

s 47F(1)

ACT ICT Ghana Ltd.

Tel: s 47F(1)
 Mob: s 47F(1)
www.act-ict.com

From: s 22(1)(a)(ii) dfat.gov.au>
Sent: Tuesday, December 19, 2023 4:26 PM
To: Office s 47G(1)(a) act-ict.com>
Cc: s 22(1)(a)(ii) dfat.gov.au>; s 47F(1) act-ict@outlook.com>; Accra
 Facilities s 22(1)(a)(ii) dfat.gov.au>; s 47F(1) act-ict.com>; s 47F(1) act-ict.com>;
 s 22(1)(a)(ii) dfat.gov.au>; s 22(1)(a)(ii) dfat.gov.au>
Subject: RE: [EXTERNAL] s 37(1)(c), s 47E(d) [SEC=OFFICIAL]

OFFICIAL

Hi s 47F(1)

Good afternoon,

I am sorry s 22(1)(a)(ii) is on leave and I am also busy tomorrow, could we reschedule the s 47E(d), s 37(1)(c) maintenance to Thursday Dec 21,23.

Thanks

s 22(1)(a)(ii)
Facilities Manager

Australian High Commission
 Accra
 Ghana

E | s 22(1)(a)(ii) @dfat.gov.au
 T | s 22(1)(a)(ii)
 M | s 22(1)(a)(ii)
 W | www.ghana.embassy.gov.au
 F | www.facebook.com/AustralianHighCommis

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From: Office s 47G(1)(a) act-ict.com>
Sent: Tuesday, 19 December 2023 2:55 PM
To: s 22(1)(a)(ii) dfat.gov.au>
Cc: s 22(1)(a)(ii) dfat.gov.au>; s 47F(1) act-ict@outlook.com>; Accra
 Facilities s 22(1)(a)(ii) dfat.gov.au>; Accra Finance s 22(1)(a)(ii) dfat.gov.au>; s 47F(1) act-ict.com>;
 s 47F(1) act-ict.com>; s 22(1)(a)(ii) dfat.gov.au>; s 22(1)(a)(ii) dfat.gov.au>; s 22(1)(a)(ii)

<s 22(1)(a)(ii)@dfat.gov.au>

Subject: RE: [EXTERNAL] s 37(1)(c), s 47E(d)

[SEC=OFFICIAL]

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Dear s 22(1)(a)(ii)

Warmest wishes in this season.

Kindly be informed that we will be visiting site tomorrow December 19th for scheduled s 47E(d), s 37(1)(c) maintenance service.

Our Technical Team to visit site are:

s 47F(1)

Kindly create assess for them please.

Thank you.

s 47F(1)

ACT ICT Ghana Ltd.

Tel: s 47F(1)

Mob: s 47F(1)

www.act-ict.com

From: s 22(1)(a)(ii) dfat.gov.au>

Sent: Thursday, August 31, 2023 9:07 AM

To: Office s 47G(1)(a) act-ict.com>; s 22(1)(a)(ii) dfat.gov.au>

Cc: s 22(1)(a)(ii) dfat.gov.au>; s 47F(1) act-ict@outlook.com>; Accra

Facilities s 22(1)(a)(ii) dfat.gov.au>; Accra Finance s 22(1)(a)(ii) dfat.gov.au>; s 47F(1) [\[ict.com\]\(mailto:ict.com\)>; s 47F\(1\) \[act-ict.com\]\(mailto:act-ict.com\)>; s 22\(1\)\(a\)\(ii\) \[dfat.gov.au\]\(mailto:dfat.gov.au\)>](mailto:act-</p></div>
<div data-bbox=)

Subject: RE: [EXTERNAL] s 37(1)(c), s 47E(d)

[SEC=OFFICIAL]

OFFICIAL

Dear s 47F(1)

Thank you for the confirmation of works being completed on 1 September 2023.

Kind regards

s 22(1)(a)(ii)

First Secretary (Management) and Consul

Australian High Commission, Ghana

No. 2 Second Rangoon Close, Cantonments, Accra, Ghana

T s 22(1)(a)(ii) **W:** <https://www.wamsconference.com>

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From: Office [s 47G\(1\)\(a\)@act-ict.com](mailto:s 47G(1)(a)@act-ict.com)>
Sent: Thursday, 31 August 2023 8:55 AM
To: [s 22\(1\)\(a\)\(ii\)@dfat.gov.au](mailto:s 22(1)(a)(ii)@dfat.gov.au)>; [s 22\(1\)\(a\)\(ii\)@dfat.gov.au](mailto:s 22(1)(a)(ii)@dfat.gov.au)>
Cc: [s 22\(1\)\(a\)\(ii\)@dfat.gov.au](mailto:s 22(1)(a)(ii)@dfat.gov.au)>; [s 47F\(1\)@dfat.gov.au](mailto:s 47F(1)@dfat.gov.au)>; act-ict@outlook.com>; Accra Facilities [s 22\(1\)\(a\)\(ii\)@dfat.gov.au](mailto:s 22(1)(a)(ii)@dfat.gov.au)>; Accra Finance [s 22\(1\)\(a\)\(ii\)@dfat.gov.au](mailto:s 22(1)(a)(ii)@dfat.gov.au)>; [s 47F\(1\)@act-ict.com](mailto:s 47F(1)@act-ict.com)>; [s 47F\(1\)@act-ict.com](mailto:s 47F(1)@act-ict.com)>; [s 22\(1\)\(a\)\(ii\)@dfat.gov.au](mailto:s 22(1)(a)(ii)@dfat.gov.au)>
Subject: RE: [EXTERNAL] [s 37\(1\)\(c\)@dfat.gov.au](mailto:s 37(1)(c)@dfat.gov.au), [s 47E\(d\)@dfat.gov.au](mailto:s 47E(d)@dfat.gov.au) [SEC=OFFICIAL]

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Dear [s 22\(1\)\(a\)\(ii\)@dfat.gov.au](mailto:s 22(1)(a)(ii)@dfat.gov.au)

I confirm that we have received cheque for additional installation which is yet to clear.
Please note that works will be done on 1st September.

Thank you.

[s 47F\(1\)@dfat.gov.au](mailto:s 47F(1)@dfat.gov.au)

ACT ICT Ghana Ltd.
Tel: [s 47F\(1\)@dfat.gov.au](mailto:s 47F(1)@dfat.gov.au)
Mob: [s 47F\(1\)@dfat.gov.au](mailto:s 47F(1)@dfat.gov.au)
www.act-ict.com

From: [s 22\(1\)\(a\)\(ii\)@dfat.gov.au](mailto:s 22(1)(a)(ii)@dfat.gov.au)>
Sent: Thursday, August 31, 2023 8:26 AM
To: Office [s 47G\(1\)\(a\)@act-ict.com](mailto:s 47G(1)(a)@act-ict.com)>; [s 22\(1\)\(a\)\(ii\)@dfat.gov.au](mailto:s 22(1)(a)(ii)@dfat.gov.au)>
Cc: [s 22\(1\)\(a\)\(ii\)@dfat.gov.au](mailto:s 22(1)(a)(ii)@dfat.gov.au)>; [s 47F\(1\)@dfat.gov.au](mailto:s 47F(1)@dfat.gov.au)>; act-ict@outlook.com>; Accra Facilities [s 22\(1\)\(a\)\(ii\)@dfat.gov.au](mailto:s 22(1)(a)(ii)@dfat.gov.au)>; Accra Finance [s 22\(1\)\(a\)\(ii\)@dfat.gov.au](mailto:s 22(1)(a)(ii)@dfat.gov.au)>; [s 47F\(1\)@act-ict.com](mailto:s 47F(1)@act-ict.com)>; [s 47F\(1\)@act-ict.com](mailto:s 47F(1)@act-ict.com)>; [s 22\(1\)\(a\)\(ii\)@dfat.gov.au](mailto:s 22(1)(a)(ii)@dfat.gov.au)>
Subject: RE: [EXTERNAL] [s 37\(1\)\(c\)@dfat.gov.au](mailto:s 37(1)(c)@dfat.gov.au), [s 47E\(d\)@dfat.gov.au](mailto:s 47E(d)@dfat.gov.au) [SEC=OFFICIAL]

OFFICIAL

Dear **s 47F(1)**

Thank you for the confirmation.

Can I confirm that ACT IT has received the payment for the additional camera installation? Will this be completed on 1 September or will it be scheduled for a different day?

Kind regards

s 22(1)(a)(ii)

First Secretary (Management) and Consul
 Australian High Commission, Ghana
 No. 2 Second Rangoon Close, Cantonments, Accra, Ghana
T **s 22(1)(a)(ii)** **W:** <https://www.wamsconference.com>
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E: ask@wamsconference.com

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From: Office **s 47G(1)(a)** act-ict.com>
Sent: Thursday, 31 August 2023 8:22 AM
To: **s 22(1)(a)(ii)** dfat.gov.au>; **s 22(1)(a)(ii)** dfat.gov.au>
Cc: **s 22(1)(a)(ii)** dfat.gov.au>; **s 47F(1)** act-ict@outlook.com>; Accra
 Facilities **s 22(1)(a)(ii)** dfat.gov.au>; Accra Finance **s 22(1)(a)(ii)** dfat.gov.au>; **s 47F(1)** act-ict.com>; **s 47F(1)** act-ict.com>; **s 22(1)(a)(ii)** dfat.gov.au>
Subject: RE: [EXTERNAL] **s 37(1)(c)**, **s 47E(d)** [SEC=OFFICIAL]

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Dear **s 22(1)(a)(ii)**,

Please find below names of Technical personnel to visit site:

1. **s 47F(1)** &

2. s 47F(1)

Thank you.

s 47F(1)

ACT ICT Ghana Ltd.

Tel: s 47F(1)

Mob: s 47F(1)

www.act-ict.com

From: s 22(1)(a)(ii) dfat.gov.au>
Sent: Monday, August 28, 2023 3:28 PM
To: Office [s 47G\(1\)\(a\) act-ict.com](mailto:s 47G(1)(a) act-ict.com)>; s 22(1)(a)(ii) dfat.gov.au>
Cc: s 22(1)(a)(ii) dfat.gov.au>; s 47F(1) act-ict@outlook.com>; Accra
Facilities [s 22\(1\)\(a\)\(ii\) dfat.gov.au](mailto:s 22(1)(a)(ii) dfat.gov.au)>; Accra Finance [s 22\(1\)\(a\)\(ii\) dfat.gov.au](mailto:s 22(1)(a)(ii) dfat.gov.au)>; s 47F(1) act-ict.com>; s 47F(1) act-ict.com>; s 22(1)(a)(ii) dfat.gov.au>
Subject: RE: [EXTERNAL] s 37(1)(c), s 47E(d) [SEC=OFFICIAL]

OFFICIAL

Good afternoon s 47F(1)

s 22(1)(a)(ii) is out of the office at the moment but I can confirm that we are happy to proceed with the s 47E(d), s 37(1)(c) maintenance on 1 September 2023.

Please confirm the names of the staff attending to the maintenance so we can register with our security team prior to their arrival on 1 September 2023.

Regards

s 22(1)(a)(ii)

First Secretary (Management) and Consul
Australian High Commission, Ghana
No. 2 Second Rangoon Close, Cantonments, Accra, Ghana
T s 22(1)(a)(ii) W: <https://www.wamsconference.com>
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E: ask@wamsconference.com

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From: Office ^{s 47G(1)(a)} act-ict.com>
Sent: Monday, 28 August 2023 1:23 PM
To: ^{s 22(1)(a)(ii)} dfat.gov.au>
Cc: ^{s 22(1)(a)(ii)} dfat.gov.au>; ^{s 22(1)(a)(ii)} dfat.gov.au>; ^{s 47F(1)} act-ict@outlook.com>; Accra Facilities ^{s 22(1)(a)(ii)} dfat.gov.au>; Accra Finance ^{s 22(1)(a)(ii)} dfat.gov.au>; ^{s 47F(1)} act-ict.com>; ^{s 47F(1)} act-ict.com>
Subject: RE: [EXTERNAL] ^{s 37(1)(c), s 47E(d)} [SEC=OFFICIAL]

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Dear ^{s 22(1)(a)(ii)}

This mail is to inform you that ^{s 47E(d), s 37(1)(c)} maintenance per contract is due for your information please. Kindly advise which of these days will be suitable for our visit for works: August 31st or September 1st.

Thank you and awaiting your response please.
 Warm Regards,

^{s 47F(1)}

ACT ICT Ghana Ltd.
Tel: ^{s 47F(1)}
Mob: ^{s 47F(1)}
www.act-ict.com

From: ^{s 22(1)(a)(ii)} dfat.gov.au>
Sent: Tuesday, August 22, 2023 9:46 AM
To: Office ^{s 47G(1)(a)} act-ict.com>; ^{s 22(1)(a)(ii)} dfat.gov.au>; ^{s 47F(1)} act-ict@outlook.com>
Cc: ^{s 22(1)(a)(ii)} dfat.gov.au>; Accra Facilities ^{s 22(1)(a)(ii)} dfat.gov.au>; Accra Finance ^{s 22(1)(a)(ii)} dfat.gov.au>; ^{s 47F(1)} act-ict.com>; ^{s 47F(1)} act-ict.com>
Subject: RE: [EXTERNAL] ^{s 37(1)(c), s 47E(d)} [SEC=OFFICIAL]

OFFICIAL

Dear ^{s 47F(1)}

Thank you. Yes, we are happy for the current spare to be used in the installation and for an additional spare to be ordered. We will endeavour to make payment as soon as possible to allow for installation on 29 August 2023 – if that will be adequate time for the technician to do the ^{s 37(1)(c), s 47E(d)} maintenance and installation.

Kind regards

^{s 22(1)(a)(ii)}

First Secretary (Management) and Consul
Australian High Commission, Ghana
No. 2 Second Rangoon Close, Cantonments, Accra, Ghana
T: [s 22\(1\)\(a\)\(ii\)](tel:) W: <https://www.wamsconference.com>
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E: ask@wamsconference.com

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From: Office [s 47G\(1\)\(a\) act-ict.com](mailto:)>
Sent: Tuesday, 22 August 2023 9:21 AM
To: [s 22\(1\)\(a\)\(ii\) dfat.gov.au](mailto:)>; [s 22\(1\)\(a\)\(ii\) dfat.gov.au](mailto:)>; [s 47F\(1\) act-ict@outlook.com](mailto:)>
Cc: [s 22\(1\)\(a\)\(ii\) dfat.gov.au](mailto:)>; Accra Facilities [s 22\(1\)\(a\)\(ii\) dfat.gov.au](mailto:)>; Accra Finance [s 22\(1\)\(a\)\(ii\) dfat.gov.au](mailto:)>; [s 47F\(1\) act-ict.com](mailto:)>; [s 47F\(1\) act-ict.com](mailto:)>
Subject: RE: [EXTERNAL] [s 37\(1\)\(c\), s 47E\(d\)](mailto:) [SEC=OFFICIAL]

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Dear [s 22\(1\)\(a\)\(ii\)](mailto:)

Thank you for your acceptance.
Just to confirm, installation will be done with your spare 1pc Dome Camera you have in stock and the one to be ordered will be used as your spare?

Please note our Technical person will be on site on 29th August [s 47E\(d\), s 37\(1\)\(c\)](mailto:) maintenance works at DFAT premises. If payment is made by then, he can do the installation right away. Otherwise, works can be done shortly after payment please.

Warm Regards,

[s 47F\(1\)](mailto:)

ACT ICT Ghana Ltd.
Tel: [s 47F\(1\)](tel:)
Mob: [s 47F\(1\)](tel:)

www.act-ict.com

From: s 22(1)(a)(ii) dfat.gov.au>
Sent: Tuesday, August 22, 2023 8:31 AM
To: Office s 47G(1)(a) act-ict.com>; s 22(1)(a)(ii) dfat.gov.au>; s 47F(1) act-ict@outlook.com>
Cc: s 22(1)(a)(ii) dfat.gov.au>; Accra Facilities s 22(1)(a)(ii) dfat.gov.au>; Accra Finance s 22(1)(a)(ii) dfat.gov.au>
Subject: RE: [EXTERNAL] s 37(1)(c), s 47E(d) [SEC=OFFICIAL]

Dear s 47F(1)

Thank you for your invoice. We are pleased to accept.

Grateful if you and your team can confirm the timeline for installation after payment.

Kind regards

s 22(1)(a)(ii)

First Secretary (Management) and Consul
Australian High Commission, Ghana
No. 2 Second Rangoon Close, Cantonments, Accra, Ghana
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E: ask@wamsconference.com

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From: Office s 47G(1)(a) act-ict.com>
Sent: Thursday, 17 August 2023 3:48 PM
To: s 22(1)(a)(ii) dfat.gov.au>; s 47F(1) act-ict@outlook.com>
Cc: s 22(1)(a)(ii) dfat.gov.au>; s 22(1)(a)(ii) dfat.gov.au>; Accra Facilities s 22(1)(a)(ii) dfat.gov.au>
Subject: [EXTERNAL] RE: s 37(1)(c), s 47E(d) [SEC=OFFICIAL]

CAUTION: This email originated from outside the organisation. Do not click links or open attachments unless you recognise the sender.

Dear ^{s 22(1)(a)(ii)}

Kindly find attached quotation as you requested for please.
We hope to hear from you soon.

Warm Regards,

^{s 47F(1)}

ACT ICT Ghana Ltd.

Tel: ^{s 47F(1)}

Mob: ^{s 47F(1)}

www.act-ict.com

From: ^{s 22(1)(a)(ii)} dfat.gov.au>
Sent: Monday, August 14, 2023 8:16 AM
To: ^{s 47F(1)} act-ict@outlook.com>
Cc: ^{s 22(1)(a)(ii)} dfat.gov.au>; ^{s 22(1)(a)(ii)} dfat.gov.au>; Accra Facilities
^{s 22(1)(a)(ii)} dfat.gov.au>; Office ^{s 47G(1)(a)} act-ict.com>
Subject: FW: ^{s 37(1)(c)}, ^{s 47E(d)} [SEC=OFFICIAL]
Importance: High

OFFICIAL

Hi ^{s 47F(1)}

Please kindly provide quote for the assessment you carried out on installing one(1) dome camera as requested in the below mail.

Regards,

^{s 22(1)(a)(ii)}
ICT Systems (LANA) & Facilities Officer

Australian High Commission
No. 2 Second Rangoon Close, Cantonments, Accra, Ghana
M ^{s 22(1)(a)(ii)} | VoiceNet ^{s 22(1)(a)(ii)}
Website | Facebook | Twitter | smartraveller.gov.au
Please consider the environment before printing this email



WAMS

West Africa Mining Security Conference

Wednesday 20 - Thursday 21 September 2023
Accra, Ghana

From: ^{s 22(1)(a)(ii)} dfat.gov.au>
Sent: Friday, 11 August 2023 10:18 AM
To: ^{s 22(1)(a)(ii)} dfat.gov.au>

Cc: s 22(1)(a)(ii)

dfat.gov.au>; Accra Facilities s 22(1)(a)(ii) dfat.gov.au>

Subject: s 37(1)(c), s 47E(d)

[SEC=OFFICIAL]

Importance: High

OFFICIAL

s 22(1)(a)(ii)
Hi

Can you please reach out to ACT IT to seek their ability to install s 37(1)(c), s 47E(d)

? If they can provide a quote on the costs for me to seek funding from Canberra - costs should be camera, cabling and installation.

Many thanks

s 22(1)(a)(ii)

Senior Administrative Officer and Consul
Australian High Commission, Ghana
No. 2 Second Rangoon Close, Cantonments, Accra, Ghana

Voicenet s 22(1)(a)(ii) | Ms 22(1)(a)(ii)

[Website](#) | [Facebook](#) | [Twitter](#) | smartraveller.gov.au

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W: <https://www.wamsconference.com>

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s 22(1)(a)(ii)

From: s 22(1)(a)(ii)
Sent: Monday, 20 May 2024 5:01 PM
To: 's 47F(1)
Cc: s 22(1)(a)(ii); Office; Ahc Yutees; s 47F(1)
Subject: RE: [EXTERNAL] CCTV CAMERA'S OFF [SEC=OFFICIAL]

OFFICIAL

Hi s 47F(1)

Thanks for the update and would appreciate if s 37(1)(c), s 47 could provide some timelines as to when they could fully resolve this camera issue to enable managements determine on the next line of action.

Cheers

s 22(1)(a)(ii)

From: s 47F(1) act-ict@outlook.com>
Sent: Monday, May 20, 2024 3:42 PM
To: s 22(1)(a)(ii) dfat.gov.au>
Cc: s 22(1)(a)(ii) dfat.gov.au>; s 22(1)(a)(ii) dfat.gov.au>; s 22(1)(a)(ii) s 47F(1)
 dfat.gov.au>; Office s 47G(1)(a) act-ict.com>; s 47G(1)(a)
 @act-ict.com>
Subject: RE: [EXTERNAL] CCTV CAMERA'S OFF [SEC=OFFICIAL]

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Hello s 22(1)(a)(ii)

Apologies for the delayed response regarding the faulty camera.

s 37(1)(c), s 47E(d)

We appreciate your patience as we work towards a full resolution.

Thank you for your continued cooperation.

Best regards,



s 47F(1)

Technical Support Engineer
ACT ICT Ghana Ltd.

Tel: s 47F(1)

Mob: s 47F(1)

WhatsApp: s 47F(1)

E: s 47F(1).act-ict@outlook.com

www.act-ict.com

From: s 22(1)(a)(ii) dfat.gov.au>
Sent: Thursday, May 16, 2024 3:58 PM
To: s 47F(1) act-ict@outlook.com>
Cc: s 22(1)(a)(ii) dfat.gov.au>; s 22(1)(a)(ii) dfat.gov.au>; s 22(1)(a)(ii) dfat.gov.au>; Office s 47G(1)(a) act-ict.com>; Ahc Yutees s 47G(1)(a) [s 47F\(1\)@act-ict.com](mailto:s 47F(1)@act-ict.com)>
Subject: RE: [EXTERNAL] CCTV CAMERA'S OFF [SEC=OFFICIAL]

OFFICIAL

Thanks for your swift response and hope you would provide updates on s 37(1)(c), s 47E(d) by close of business tomorrow or latest by Mon May 20,24.

Wish you all the best of luck.

Regards

s 22(1)(a)(ii)

From: s 47F(1) act-ict@outlook.com>
Sent: Thursday, May 16, 2024 3:38 PM
To: s 22(1)(a)(ii) dfat.gov.au>
Cc: s 22(1)(a)(ii) dfat.gov.au>; s 22(1)(a)(ii) dfat.gov.au>; s 22(1)(a)(ii) dfat.gov.au>; Office s 47G(1)(a) act-ict.com>; Ahc Yutees s 47G(1)(a) [s 47F\(1\)@act-ict.com](mailto:s 47F(1)@act-ict.com)>
Subject: RE: [EXTERNAL] CCTV CAMERA'S OFF [SEC=OFFICIAL]

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Dear s 22(1)(a)(ii)

s 37(1)(c), s 47E(d)

Thank you for your continued cooperation and support in ensuring the smooth functioning of your systems.

Best Regards,



s 47F(1)

Technical Support Engineer

ACT ICT Ghana Ltd.

Tel: s 47F(1)

Mob: s 47F(1)

WhatsApp: [s 47F\(1\)](#)
 E: [s 47F\(1\).act-ict@outlook.com](mailto:s 47F(1).act-ict@outlook.com)
www.act-ict.com

From: [s 22\(1\)\(a\)\(ii\)](#) dfat.gov.au>
Sent: Thursday, May 16, 2024 2:51 PM
To: [s 47F\(1\)](#) act-ict@outlook.com>
Cc: [s 22\(1\)\(a\)\(ii\)](#) dfat.gov.au>; [s 22\(1\)\(a\)\(ii\)](#) dfat.gov.au>; [s 22\(1\)\(a\)\(ii\)](#) dfat.gov.au>; Office [s 47G\(1\)\(a\)](#) act-ict.com>; Ahc Yutees [s 47G\(1\)\(a\)](#)
Subject: RE: [EXTERNAL] CCTV CAMERA'S OFF [SEC=OFFICIAL]

OFFICIAL

Hi [s 47F\(1\)](#)

[s 37\(1\)\(c\)](#), [s 47E\(d\)](#)

Please revert on any further issues in this regards.

Thanks

[s 22\(1\)\(a\)\(ii\)](#)
Facilities Manager

Australian High Commission
 Accra
 Ghana

E | [s 22\(1\)\(a\)\(ii\)](#) [@dfat.gov.au](https://www.dfat.gov.au)
 T | [s 22\(1\)\(a\)\(ii\)](#)
 M | [s 22\(1\)\(a\)\(ii\)](#)
 W | www.ghana.embassy.gov.au
 F | www.facebook.com/AustralianHighCommis

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From: [s 47F\(1\)](#) act-ict@outlook.com>
Sent: Thursday, May 16, 2024 12:53 PM
To: [s 22\(1\)\(a\)\(ii\)](#) dfat.gov.au>
Cc: [s 22\(1\)\(a\)\(ii\)](#) dfat.gov.au>; [s 22\(1\)\(a\)\(ii\)](#) dfat.gov.au>; [s 22\(1\)\(a\)\(ii\)](#) dfat.gov.au>; Office [s 47G\(1\)\(a\)](#) act-ict.com>; Ahc

Yutees **s 47G(1)(a)**

Subject: [EXTERNAL] RE: CCTV CAMERA'S OFF

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Dear **s 22(1)(a)(ii)**

I hope this email finds you in good health.

s 37(1)(c), s 47E(d)

We appreciate your patience and continued cooperation throughout this process.

Please do not hesitate to contact us for further assistance or clarification.

Thank you for your attention to this matter.

Best regards



s 47F(1)

Technical Support Engineer
ACT ICT Ghana Ltd.

Tel: **s 47F(1)**

Mob: **s 47F(1)**

WhatsApp: **s 47F(1)**

s 47F(1) [.act-ict@outlook.com](mailto:act-ict@outlook.com)

www.act-ict.com

From: **s 47F(1)**

Sent: Tuesday, May 14, 2024 9:35 AM

To: 'Ahc Yutees' **s 47G(1)(a)** [@act-ict.com](mailto:act-ict.com)

s 22(1)(a)(ii) [@dfat.gov.au](mailto:dfat.gov.au); **s 22(1)(a)(ii)** dfat.gov.au; **s 22(1)(a)(ii)**
dfat.gov.au>

Subject: RE: CCTV CAMERA'S OFF

Hello sir

Technical team will be there today to complete it.

Standby

Thank you



s 47F(1)

Technical Support Engineer

ACT ICT Ghana Ltd.

Tel: s 47F(1)

Mob: s 47F(1)

WhatsApp: s 47F(1)

E: s 47F(1)

[-ict.com](#)

From: Ahc Yutees s 47G(1)(a)

Sent: Tuesday, May 14, 2024 9:28 AM

To: s 47F(1) act-ict@outlook.com; s 47F(1) act-ict.com

Cc: s 22(1)(a)(ii) @dfat.gov.au; s 22(1)(a)(ii) dfat.gov.au; s 22(1)(a)(ii)

dfat.gov.au>

Subject: Re: CCTV CAMERA'S OFF

Good morning s 47F(1) ,

Please a gentle reminder on the issues with our CCTV camera's as you're already aware of. I expected your coming in yesterday as you said, but you didn't show up.

Thanks regards

s 47F(1)

From: Ahc Yutees s 47G(1)(a)

Sent: Thursday, May 9, 2024 12:51 PM

To: s 47F(1) act-ict@outlook.com s 47F(1) act-ict@outlook.com> s 47G(1)(a) @act-ict.com s 47G(1)(a) act-ict.com>

Cc: s 22(1)(a)(ii) @dfat.gov.au s 22(1)(a)(ii) @dfat.gov.au> s 22(1)(a)(ii) dfat.gov.au>;
s 22(1)(a)(ii) @dfat.gov.au s 22(1)(a)(ii) @dfat.gov.au>; s 22(1)(a)(ii) dfat.gov.au>

Subject: CCTV CAMERA'S OFF

Good morning s 47F(1) ,

s 37(1)(c), s 47E(d)

Thanks

Regards s 47F(1)