* Photos are to show pre-disaster condition, post disaster condition and post completion of works for the essential public asset (for example, a local road, bridge or culvert. Trees are not considered to be an essential public asset.
* Photos are to be provided with the metadata embedded.
* For more information please refer to DRFA Guideline 1: https://www.emv.vic.gov.au/drfa/guideline-1

Example

|  |  |  |  |  |
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| **Pre-condition** | **Post Disaster** | | **Post Completion** | |
|  |  | |  | |
| **Asset ID*:***001  **Asset description:** sealed road, Derby Road  **Photo ID*:***Photo one  **Chainage:**[Insert chainage, where applicable]  **Latitude:**37° 49' 14''  **Longitude:**147° 11' 14''  **Date taken:**22 February 2022 | | **Asset ID*:***001  **Asset description:** sealed road, Derby Road  **Photo ID*:***Photo one  **Chainage:**[Insert chainage, where applicable]  **Latitude:**37° 49' 14''  **Longitude:**147° 11' 14''  **Date taken:**22 June 2022 | | **Asset ID*:***001  **Asset description:** sealed road, Derby Road  **Photo ID*:***Photo one  **Chainage:**[Insert chainage, where applicable]  **Latitude:**37° 49' 14''  **Longitude:**147° 11' 14''  **Date taken:**22 July 2022  **Please note that where further damage has occurred during reconstruction works being undertaken, a guard rail has been included and allowed under current engineering and design standards. This explanation has been included in the claim comments column in the V Form C-RW.** |

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| **Pre-condition** | **Post Disaster** | **Post Completion** |
|  | Example |  |
| **Asset ID*:***001  **Asset description:** sealed road, Derby Road  **Photo ID*:***Photo one  **Chainage:**[Insert chainage, where applicable]  **Latitude:**28° 25' 46''  **Longitude:**153° 12' 76''  **Date taken:**7 January 2018 | **Asset ID*:***001  **Asset description:** sealed road, Derby Road  **Photo ID*:***Photo one  **Chainage:**[Insert chainage, where applicable]  **Latitude:** *28*° 25' 46''  **Longitude:**153° 12' 76''  **Date taken:**15 November 2018 | **Asset ID*:***002  **Asset description:** sealed road, Derby Road  **Photo ID*:***Photo two  **Chainage:**[Insert chainage, where applicable]  **Latitude:**28° 25' 46''  **Longitude:**153° 12' 76''  **Date taken:**16 January 2019  **Please note that where further damage has occurred during reconstruction works being undertaken, a guard rail has been included and allowed under current engineering and design standards.**  **This explanation has been included in the claim comments column in the V Form C-RW.** |

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| --- | --- | --- |
|  | Example |  |
| **Asset ID*:***001  **Asset description:** unsealed road, Derby Road  **Photo ID*:***Photo three  **Chainage:**[Insert chainage, where applicable]  **Latitude:** *28*° 25' 46''  **Longitude:**153° 12' 76''  **Date taken:**13 December 2018 | **Asset ID*:***001  **Asset description:** unsealed road, Derby Road  **Photo ID*:***Photo three  **Chainage:**[Insert chainage, where applicable]  **Latitude:** *28*° 25' 46''  **Longitude:**153° 12' 76''  **Date taken:**22 June 2019 | **Asset ID*:***001  **Asset description:** unsealed road, Derby Road  **Photo ID*:***Photo three  **Chainage:**[Insert chainage, where applicable]  **Latitude:**24° 36' 27''  **Longitude:**151° 18' 13''  **Date taken:**7 August 2019 |

The first three pages are examples of immediate reconstruction works photos.

Delivery Agency to add photos and complete required photo report information.

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| Pre-condition | Post Disaster | Post Completion |
|  |  |  |
| **Asset ID*:*** [Insert asset ID]  **Asset description:** [Insert asset description]  **Photo ID*:*** [Insert photo ID]  **Chainage:** [Insert chainage, where applicable]  **Latitude:**[Insert latitude]  **Longitude:** [Insert longitude]  **Date taken:** [Insert date taken] | **Asset ID*:*** [Insert asset ID]  **Asset description:** [Insert asset description]  **Photo ID*:*** [Insert photo ID]  **Chainage:** [Insert chainage, where applicable]  **Latitude:**[Insert latitude]  **Longitude:** [Insert longitude]  **Date taken:** [Insert date taken] | **Asset ID*:*** [Insert asset ID]  **Asset description:** [Insert asset description]  **Photo ID*:*** [Insert photo ID]  **Chainage:** [Insert chainage, where applicable]  **Latitude:**[Insert latitude]  **Longitude:** [Insert longitude]  **Date taken:** [Insert date taken] |

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| --- | --- | --- |
| Pre-condition | Post Disaster | Post Completion |
|  |  |  |
| **Asset ID*:*** [Insert asset ID]  **Asset description:** [Insert asset description]  **Photo ID*:*** [Insert photo ID]  **Chainage:** [Insert chainage, where applicable]  **Latitude:**[Insert latitude]  **Longitude:** [Insert longitude]  **Date taken:** [Insert date taken] | **Asset ID*:*** [Insert asset ID]  **Asset description:** [Insert asset description]  **Photo ID*:*** [Insert photo ID]  **Chainage:** [Insert chainage, where applicable]  **Latitude:**[Insert latitude]  **Longitude:** [Insert longitude]  **Date taken:** [Insert date taken] | **Asset ID*:*** [Insert asset ID]  **Asset description:** [Insert asset description]  **Photo ID*:*** [Insert photo ID]  **Chainage:** [Insert chainage, where applicable]  **Latitude:**[Insert latitude]  **Longitude:** [Insert longitude]  **Date taken:** [Insert date taken] |