

	INSPECTION AND TEST PLAN			
	Project: Mount Crosby Bridge	Job No: 141-4249	Client : Seqwater	
	ITP Title: Installation of Stormwater Drainage	ITP Number: ITP-0007	Contractor: BMD	

Installation of Stormwater Drainage

Reference Documents	
Seqwater Technical Specifications and Reference drawings - MRTS01 (JUL19) - MRTS03 (JUL21) - MRTS04 (NOV20) - MRTS25 (JAN18) - MRTS51 (JUL20) - MRTS51.1 (JUL20) - MRTS52 (JUL18) - Civil Drawings	BMD Procedures & Work Instructions - BMD Implemented Project Management Plan - BMD Quality Management Plan - BMD Environmental Management Plan - BMD Safety Management Plan

Records to be included in the MDR	
- Signed Field Inspection Checklist - Underground Service(s) - NALL Permit - Ecological Assessment - DES Exemption Certificate - EMP - ESCP - Construction Procedure	- Manufacturer Certificates - Q103A Grading - Q106 Linear Shrinkage - Survey Report(s) - As Built Drawings - Geotechnical Reports - Compaction (Q140A) Report

This revision description for issue	Review / Approval		
	Prepared by	Approved by	Seqwater Client Representative Approval Reference
A – Initial Draft	Beatrice Negura	Nicholas Maher	

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Verification key	Description
Hold Point (HP)	Instruction to the Client that notification shall be given within 48 hours and 10 days for off site for an inspection, and that work shall not proceed past this point until the nominated inspection/verification is undertaken by Seqwater unless written concession is granted to proceed by the nominated Seqwater Client representative.
Witness Point (WP)	Instruction to the Client that notification shall be given within 24 hours for site and 10 days for off site for an inspection, verification, witness of activity etc. at a nominated time and location but work may proceed past this point if the Seqwater nominated Client representative advises of non-attendance or is not present at the nominated time/location.
Monitor Point (MP)	Continuing evaluation of the status methods, analysis of records and monitoring of activities on a random basis to ensure quality requirements will be met.
Review Point (RP)	Verify by examination of documentary evidence that the required inspections, tests have been completed as per the agreed requirements.
Dimensional (D)	Measurement of dimensions that are deemed critical to ensure compliance with relevant code/specifications.
Field Inspection Checklist (FIC)	A document that records the checks, requirements and test parameters for each construction activity, structure and each type of equipment to permit field installation and pre-commissioning of the equipment.
Note: Inspection notifications to the Superintendent will be through the Inspection request process for all hold and witness point inspections.	

Action By	
F	Foreman/Supervisor
E	Engineer
TP	Third Party
CR	Principals Representative or Client Representative

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Item	Work Step	Standard, Spec or Drawing	Acceptance Criteria	Test Method	Frequency	Verifying Document / Record
1.0 Preliminary Inspections and Tests						
1.1	REVIEW POINT Pre-Commencement Documents	Project & BMD Requirements Seqwater Technical Specification	- Service location to ascertain and mark on the ground the position of all underground services and structures within the limits of the work and within 10 metres beyond the limits of the work. - Possession of Site to be granted to the Contractor, Safety Management Plan to be approved and required Contractor Permit to Works are in place.	Desktop Document Review	Once	Underground Service(s) NALL Permit Ecological Assessment DES Exemption Certificate
1.2	HOLD POINT Pre-Process Approvals –EMP	MRTS51	<u>MRTS51 (JUL20) Clause 6.3</u> - Submission of the EMP(C) shall be in accordance with the General Conditions of Contract. - The EMP(C) shall be accessible on Site at all times during Work under the Contract. - The Administrator shall be provided with an electronic copy of the most current and complete version of the EMP(C) at all times. <u>MRTS51 (JUL20) Clause 7.8</u> - Environmental records are to be included in the Quality Records under the Contract. Table 7.8 of this Technical Specification identifies environmental record requirements and what records need to be submitted to the Administrator upon Practical Completion. Records and registers shall also be made available to the Administrator upon request. - Compliance with NALL permit, DES Exemption Certificate, and any other required approvals/permits.	Document Submission Visual Inspection	Once	EMP
1.3	HOLD POINT Pre-Process Approvals –EMP Updates	MRTS51	<u>MRTS51 (JUL20) Clause 6.4</u> Updates to the EMP(C) shall be undertaken by the Contractor to address changes on Site, Works under the Contract and to address corrective actions following non-conformances or Environment and Cultural Heritage Incidents. Where undertaken, updates to the EMP(C) shall be submitted to the Administrator as part of the Contractor's Monthly Environmental Report, for deemed suitability.	Document Submission	When required	EMP

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1.4	HOLD POINT Pre-Process Approvals - Erosion and Sediment Control	MRTS52	<u>MRTS52 (JUL18) Clause 6.1</u> - Clearing and grubbing (or the use of the area for stockpiles) for that section shall not start until the ESCP for that section is assessed as suitable by the Administrator. - Compliance with NALL permit, DES Exemption Certificate, and any other required approvals/permits.	Document Submission	Once	ESCP
1.5	Pre-Clearing Assessment	MRTS51.1	<u>MRTS51.1 (JUL20) Clause 14.3</u> - The location of site facilities including stockpile sites shall be determined by the Contractor and approved by the Administrator, in accordance with MRTS04, Annexure MRTS04.1, and MRTS52. <u>MRTS51.1 (JUL20) Clause 10.1</u> - Contractor must ensure that no restricted invasive plants are released into the environment (without a permit). All persons have a 'general biosecurity obligation' under the Biosecurity Act 2014 to not cause a biosecurity risk. Management to be incorporated into EMP(C).	Document Submission	Once	EMP

2.0 Pre-Construction

2.1	HOLD POINT Culvert Construction Procedure	MRTS03 Seqwater Technical Specification	<u>MRTS03 (JUL21) Clause 11.3.1</u> - At least 14 days prior to construction, the Contractor shall submit their procedure for excavation, installation and backfilling. - Construction of culverts shall not commence until the construction procedures have been approved by the Administrator.	Desktop Document Review	Once	Construction Procedure
2.2	HOLD POINT Bandage Cover Materials for Culvert Joints	MRTS03	<u>MRTS03 (JUL21) Clause 11.2</u> - Bandage covers shall be a suitable proprietary product consisting of: a) a synthetic woven or non-woven fabric factory impregnated with a rubberised bitumen or a neutral petrolatum-based compound, or b) plastic or natural rubber bands. - Woven or non-woven fabrics shall have the following properties: a) grab tensile strength not less than 300 N (50 mm wide strip) b) thickness not less than 1.25 mm, and c) mass not less than 1.4 kg/m². - Plastic and natural rubber bands shall have properties appropriate to the sealing requirements and shall be to the approval of the manufacturer of the culvert components concerned. - Samples of the materials to be used as bandage covers shall be made available for inspection by the Administrator prior to commencement of installation.	Desktop Document Review	Prior to Commencing of Works	Manufacturer Certificates

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2.3	HOLD POINT Backfill Materials	MRTS03 Q103A Grading Q106 Linear Shrinkage	<u>MRTS03 (JUL21) Clause 11.3.10</u> - Backfilling of culverts shall be carried out in accordance with Clauses 15 and 20 of MRTS04 General Earthworks. To determine testing lots for compaction, a change in compaction equipment or methodology shall necessitate a division of lots. - Backfilling of culverts shall not commence until all the conformance and As Constructed Survey requirements have been met and notice of such works provided to the Administrator. (HP) <u>MRTS03 (JUL21) Clause 12.3.2</u> - Foundation bedding and haunch zone materials shall be placed in accordance with Clause 19 of MRTS04 General Earthworks. The foundation bedding shall provide continuous, even support to the culvert components. <u>MRTS03 (JUL21) Clause 19.2.2</u> - Earth backfill material shall comply with the requirements of earth fill material Class A1, Class A2 or Class B specified in Clause 14.2.2 except that 100% of the material shall pass 25.0 mm test sieve unless otherwise approved for trench backfill <u>MRTS03 (JUL21) Clause 19.3.4</u> - Foundation bedding, haunch, side and overlay zones for concrete pipe culverts shall be constructed as shown on Standard Drawing 1359. - Materials for foundation bedding and haunch zones shall be bedding material complying with the requirements of Clause 19.2.6. - Material for side zones shall be select backfill material complying with the requirements of Clause 19.2.3. - For overlay zones, material within 300 mm of the structure, culvert, pipe, etc shall be earth backfill - Material complying with the requirements of Clause 19.2.2. Elsewhere, overlay zone material may contain stone size up to 150 mm maximum dimension.	Desktop Document Review Standard Compaction Density Test (Dry Density ratio)	Foundation bedding and haunch 1/100m ³ Overlay 1/100m ³ Backfill/side 1/100m ³	Q103A Grading Q106 Linear Shrinkage Survey Report(s) As Built Drawings
2.4	Supply of Concrete Pipe Components	MRTS03	<u>MRTS03 (JUL21) Clause 12.3.5</u> Concrete pipe and culvert components shall comply with the requirements specified in MRTS25 - Manufacture of Precast Concrete Pipes.	Document Review	Per Lot	Manufacturer Certificate
3.0 Construction						
3.1	HOLD POINT Set Out of Drainage Structure	MRTS01	<u>MRTS01 (JUL19) Clause 8</u> The Contractor shall set out an installation as shown on the Drawings in sufficient detail to identify the location, length and levels of the proposed installation.	Visual Inspection	Per Lot	As Built Drawings

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			- Once the initial set out is complete the Administrator will determine the design appropriateness of the set out with regard to the actual site conditions. - The Administrator may direct amendments to the set-out details. Payment for such amendments will be made at appropriate rates in the Schedule of Rates or, where such rates are not deemed by the Administrator to be appropriate, as determined by the Administrator.															
3.2	HOLD POINT Bottom of Excavation	MRTS04	<u>MRTS04 (NOV18) CL13.3.3.4</u> The material in the bottom of confined excavations shall comply with the density requirements of Clause 15. Where the insitu material does not comply, it shall be compacted to a depth of at least 150 mm in accordance with the requirements of Clause 15. <u>Table from TMR STF DRG 1359</u> <table><tr><th>Nominal ID (mm)</th><th>Minimum Width, A (mm)</th><th>Haunch Depth, B (0.3xD mm)</th><th>Maximum Allowable Width, E (m)</th></tr><tr><td>375</td><td>300</td><td>135</td><td>1.2</td></tr><tr><td>900</td><td>450</td><td>310</td><td>1.9</td></tr></table>	Nominal ID (mm)	Minimum Width, A (mm)	Haunch Depth, B (0.3xD mm)	Maximum Allowable Width, E (m)	375	300	135	1.2	900	450	310	1.9	Profile	Per Lot	As Built Drawings Survey Report(s)
Nominal ID (mm)	Minimum Width, A (mm)	Haunch Depth, B (0.3xD mm)	Maximum Allowable Width, E (m)															
375	300	135	1.2															
900	450	310	1.9															
3.3	HOLD POINT Treatment of Unsuitable Material	MRTS04	<u>MRTS04 (NOV20) Clause 9.4</u> a) Where Unsuitable Material or potentially Unsuitable Material is encountered on the Site, the Contractor shall, before proceeding to remove or cover such material, notify the Administrator b) Within 24 hours of the above notification, the Administrator will advise the Contractor of the required treatment, if any, and the extent of such treatment.	Visual Inspection	Where unsuitable material is identified	Geotechnical Report												
3.4	Foundation Bedding	MRTS04	<u>MRTS04 (NOV20) Clause 13.3.3.4</u> Where precast concrete items (end structures, walls, kerbs, kerb and channels etc) are to be placed in excavation, a 100 mm layer of bedding material complying with the requirements of Clause 19.2.6 shall be placed and compacted to provide continuous, even support to the structure.	Standard Compaction Density Test (Dry Density ratio)	1/50m ² OR 1 Per Lot	Compaction (Q140A) Report												
3.5	Assembling, Laying and Jointing of Culvert Components	MRTS25 MRTS03	<u>MRTS25 (JAN18) Clause 9</u> - Steel-reinforced precast concrete pipes shall remain available for inspection at the place of manufacture for a minimum of 7 days from the date of manufacture or be inspected on site prior to installation. <u>MRTS03 (JUL21) Clause 12.3.3</u> - Culvert components shall be assembled in accordance with the manufacturer’s drawings and recommendations as relevant. <u>MRTS03 (JUL21) Clause 12.3.4</u>	Desktop Document Review	Per Lot	As Built Drawings Manufacturer Certificates												

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			- Where possible, laying of culvert components shall commence at the outlet end of the culvert and progress to the inlet end. Components shall be selected and arranged to give best fit. - The ends of components shall be free of any foreign matter at the time of jointing. <u>MRTS03 (JUL21) Clause 12.3.5</u> - Where the word 'TOP' is marked on pipes or where lifting holes are provided, the pipes shall be laid with the word / hole uppermost. Lifting holes shall be plugged or otherwise closed off in accordance with the manufacturer's instructions after the pipe is installed.																																	
3.6	HOLD POINT Inspection Prior to Backfill	MRTS04	<u>MRTS03 (JUL21) Clause 12.3.10</u> - Backfilling of culverts shall not commence until all the conformance and As Constructed Survey requirements have been met and notice of such works provided to the Administrator. <u>MRTS04 (NOV20) Clause 19.3.1</u> - Material for backfill shall be as shown on the drawings or as specified elsewhere in the Contract. Where not so shown or specified, material shall be earth backfill material complying with the requirements of Clause 19.2.2. <u>MRTS04 (NOV20) Clause 19.3.3</u> - Backfill material shall not be placed until culverts, structures, pipes, conduits, pits, etc have been completed and inspected, and any specified curing periods have elapsed.	Visual and Site Inspection	Per Lot	As Build Drawings																														
3.7	Backfilling (haunch zone)	MRTS04 AS1289	<u>MRTS04 (NOV20) Clause 15.3</u> <table><tr><th rowspan="2">Material/Location</th><th colspan="2">Loose Layer Thickness (mm)</th></tr><tr><th>Minimum</th><th>Maximum</th></tr><tr><td>Earth fill materials (general)</td><td>150</td><td>300</td></tr><tr><td>Fill material in water retaining embankments</td><td>150</td><td>200</td></tr><tr><td>Backfill - except sand</td><td>100</td><td>100</td></tr><tr><td>Backfill - sand</td><td>150</td><td>300</td></tr></table> <table><tr><th rowspan="2">Application (reference Clauses)</th><th rowspan="2">Material</th><th colspan="2">Compaction standard</th></tr><tr><th>Minimum</th><th>Maximum</th></tr><tr><td rowspan="2">Backfill (19.3.1)</td><td>Cohesive</td><td>95%</td><td>-</td></tr><tr><td>Cohesion - less</td><td>70% (density index)</td><td>-</td></tr></table> MRTS04 (NOV20) Clause 19.3.3	Material/Location	Loose Layer Thickness (mm)		Minimum	Maximum	Earth fill materials (general)	150	300	Fill material in water retaining embankments	150	200	Backfill - except sand	100	100	Backfill - sand	150	300	Application (reference Clauses)	Material	Compaction standard		Minimum	Maximum	Backfill (19.3.1)	Cohesive	95%	-	Cohesion - less	70% (density index)	-	Q140A Standard Compaction Density Test (Dry Density ratio) Survey	1/50m ²	Compaction (Q140A) Report Survey Report(s)
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			- Where the backfill material is placed against precast structures, the operations shall be carried out in accordance with the precast component manufacturer's recommendations except as otherwise provided for in the Contract. - Where the material is placed on opposite sides of a culvert, structure, pipe, conduit, pit, etc, the difference in level of compacted material on the opposing sides shall not exceed 150 mm, unless shown otherwise on the drawings. <u>MRTS04 (NOV20) Clause 15.3</u> - Where 10 mm or 20 mm nominal size Bedding Material or drainage aggregate is used, Density Index testing is not required.																
3.8	Survey	MRTS03	<u>MRTS03 (JUL21) Clause 7.2</u> - The horizontal alignment of culverts shall not vary from the location specified in the drawings by more than ± 100 mm. <u>MRTS03 (JUL21) Clause 7.3</u> - The invert heights of culverts shall not vary from those specified by more than ± 10 mm, provided always that nowhere shall the grades of culverts depart from those specified by more than 1% (absolute). - Notwithstanding these tolerances, the minimum thickness of cover over culverts shall nowhere be less than as shown on the drawings. If cover is not shown or if it is not clear, it shall be nowhere less than the following: a) 100 mm for concrete box culverts, and cast-in-place concrete slab deck culverts and concrete unitary box culverts if deck wearing surfaces are not specified b) 300 mm for concrete pipe culverts, and c) 600 mm or (diameter or span)/6	Survey	3 Per Structure (upper and lower inverts and along line)	Survey Report(s) As Built Drawings													
3.9	Compaction of Backfill Material (side zone and overlay)	MRTS04 AS1289	<u>MRTS04 (NOV20) Clause 19.3.3</u> - Where the backfill material is placed against precast structures, the operations shall be carried out in accordance with the precast component manufacturer's recommendations except as otherwise provided for in the Contract. - Where the material is placed on opposite sides of a culvert, structure, pipe, conduit, pit, etc, the difference in level of compacted material on the opposing sides shall not exceed 150 mm, unless shown otherwise on the drawings. <table><tr><th rowspan="2">Application (reference Clauses)</th><th rowspan="2">Material</th><th colspan="2">Compaction standard</th></tr><tr><th>Minimum</th><th>Maximum</th></tr><tr><td rowspan="2">Backfill (19.3.1)</td><td>Cohesive</td><td>95%</td><td>-</td></tr><tr><td>Cohesion - less</td><td>70% (density index)</td><td>-</td></tr></table>	Application (reference Clauses)	Material	Compaction standard		Minimum	Maximum	Backfill (19.3.1)	Cohesive	95%	-	Cohesion - less	70% (density index)	-	Q140A Standard Compaction Density Test (Dry Density ratio) Survey	1/500mm lift per side (2min)	Compaction (Q140A) Report Survey Report(s)
Application (reference Clauses)	Material	Compaction standard																	
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Backfill (19.3.1)	Cohesive	95%	-																
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3.10	Hold Point Post Installation Inspection	MRTS03	• <u>MRTS03 (JUL21) Clause 12.3.5</u> At the completion of the pipe installation, including placement and compaction of fill to the final specified fill height, the contractor shall undertake a CCTV defect inspection with WNCAN report to demonstrate that the completed pipe installation is acceptable to the department and that the pipes are correctly installed and are free of Defect Types 2,3,5, 6 and 7 as defined in MRTS25 Manufacture of Precast Concrete Pipes for Steel Reinforced Concrete Pipes and free of cracks and joint damage for Fibre Reinforced Concrete Drainage Pipes.	Desktop Document Review	Per Drainage Line	As Built Drawings Test reports
4.0 Completion Inspections and Tests						
4.1	NCR (if required)	Quality Management Plan	• All NCRs Closed and or actioned as agreed with Principal's Representative	Desktop Review	Once Per Lot	FIC
4.2	RFI (if required)	Quality Management Plan	• All RFI's Closed	Desktop Review	Once Per Lot	FIC
4.3	REVIEW POINT Check lot records	Quality Management Plan	• All documents complete and signed off. ○ Underground Service(s) ○ NALL Permit ○ Ecological Assessment ○ DES Exemption Certificate ○ EMP ○ ESCP ○ Construction Procedure ○ Manufacturer Certificates ○ Q103A Grading ○ Q106 Linear Shrinkage ○ Survey Report(s) ○ As Built Drawings ○ Geotechnical Reports ○ Compaction (Q140A) Report	Desktop Review	Once Per Lot	FIC

	Mount Crosby Bridge FIELD INSPECTION CHECKLIST	
	Activity:	Installation of Stormwater Drainage
	Lot Number:	
	Lot Description:	Installation of Stormwater Drainage
	Location (CH/offset)	

Item	Work Step	Acceptance Criteria	BMD		Client Rep.		Comments
			Insp	Sign & Date	Insp	Sign & Date	
1.1	REVIEW POINT Pre-Commencement Documents	Tick If Applicable: ☐ Relevant procedures submitted and approved. ☐ If applicable, Client Representative to approve the CMS	RP E		RP CR		
1.2	HOLD POINT Pre-Process Approvals – EMP	☐ Submission and approval of the EMP is complete prior to commencing works.	HP E		HP CR		
1.3	HOLD POINT Pre-Process Approvals – EMP Updates	☐ EMP updates shall be submitted to the Administrator as part of the Contractor's Monthly Environmental Report	HP E		HP CR		
1.4	HOLD POINT Pre-Process Approvals - Erosion and Sediment Control	☐ Submission and approval of the ESCP is complete prior to commencing works.	HP E		HP CR		
1.5	Pre-Clearing Assessment	☐ All clearing assessment is confirmed and all persons have a 'general biosecurity obligation' under the Biosecurity Act 2014 to not cause a biosecurity risk.					
2.1	HOLD POINT Culvert Construction Procedure	☐ Culvert construction methodology is approved	HP E		HP CR		
2.2	HOLD POINT Bandage Cover Materials for Culvert Joints	☐ Bandage covers are approved	HP E		HP CR		
2.3	Backfill Materials	☐ Backfill material certificates certify the requirements and all pipes and culverts have been surveyed prior to backfilling	E				
2.4	Supply of Concrete Pipe Components	☐ Concrete pipe and culverts are delivered according to the specifications from MRTS25	E				
3.1	HOLD POINT Set out of Drainage Structure	☐ The location of the drainage is mapped out and adheres with the drawings	HP E		HP CR		
3.2	HOLD POINT Bottom of Excavation	☐ The bottom surface that has been excavated is surveyed to see if it's within the excavation requirements	HP E		HP CR		
3.3	HOLD POINT Treatment of Unsuitable Material	☐ Excavated bottom quality is to be inspected and signed off if suitable	HP E		HP CR		

	Mount Crosby Bridge FIELD INSPECTION CHECKLIST	
	Activity:	Installation of Stormwater Drainage
	Lot Number:	
	Lot Description:	Installation of Stormwater Drainage
	Location (CH/offset)	

3.4	Foundation Bedding	☐ The bedding foundation is within the requirements	F/E				
3.5	Assembling, Laying and Jointing of Culvert Components	☐ Assembling, laying and jointing of culvert components	F/E				
3.6	HOLD POINT Inspection Prior to Backfill	☐ Material for backfill complies with the specifications	HP E		HP CR		
3.7	Backfilling (haunch zone)	☐ Backfill is placed within the specified dimensions	F/E				
3.8	Survey	☐ The area that has been backfilled is surveyed and conforms with the drawings	F/E				
3.9	Compaction of Backfill Material (side zone and overlay)	☐ The compaction of the backfill satisfies the specifications	F/E				
3.10	Hold Point Post Installation Inspection	☐ CCTV defect inspection report demonstrates that the completed pipe installation is acceptable and correctly installed	HP E		HP CR		
4.1	NCR (if required)	☐ All NCRs are closed OR ☐ Principal confirms lot can be closed	E				
4.2	RFI (if required)	☐ All RFI's are addressed	E				
4.3	REVIEW POINT Check lot records	All documents complete and signed off. ☐ Underground Service(s) ☐ NALL Permit ☐ Ecological Assessment ☐ DES Exemption Certificate ☐ EMP ☐ ESCP ☐ Construction Procedure ☐ Manufacturer Certificates ☐ Q103A Grading ☐ Q106 Linear Shrinkage ☐ Survey Report(s) ☐ As Built Drawings ☐ Geotechnical Reports ☐ Compaction (Q140A) Report	RP E		RP CR		