

		Inspection and Test Plan - Control and Supervision of the Works						Document # ITP-001				
Revision : 1												
Client: SGSC Project: Sanders Road , Raceby Contract No:			Construction Process: Clearing and Grubbing Specifications: VicRoads Specifications Section 201 Structure / Component: Earthworks/Civil Location: Sanders Road Raceby			Prepared by: Name: Ruby Lewis Signed : 15/08/24		Reviewed by : Name: Cameron Beattie Signed : Date : 15/08/24		Approved by : Name: Cameron Beattie Signed : Date : 15/08/24		
Lot No:		Lot Details:						Lot Size/ Quantity:				
Item No.	Task/Activity Description	Inspection / Controls and Verification Detail					HP/ WP/ AP/ IP/ TP/ SCP	Responsibility Project Engineer Site Engineer Superintendent Surveyor Foreman	Checked by:			
		Frequency	Acceptance Criteria	Reference Documents	Inspection / Test Method	Record of conformity			Client	Fulton Hogan	FH's Sub-contractor	Date
1	Preliminary Works											
1.1	Check current drawings are used on site for works	Prior to commencing any activity	Ensure that all employees and subcontractors are: - using the correct and complete set of drawings -all drawings are the latest revision	Drawings and drawing registers	Visual inspection	This ITP signed	HP*	Site Engineer / Site Foreman	N/A		N/A	
1.2	Implementation of all measures and controls	Prior to commencing any activity	All necessary measures and controls are being implemented, that is: PSP, CEMP, TMP, SWMS & WP	PSP, CEMP, TMP, JSEA, SWMS,	Visual Inspection	This ITP signed	HP*	Site Engineer / Site Foreman	N/A		N/A	
1.3	Excavation Permit issued	Prior to Commencing	Current Excavation Permit signed and specific for the area where works will be executed.	Excavation Permit	Document review	Excavation Permit #	IP	Site Engineer	N/A		N/A	
1.4	Flora & Fauna	Prior to commencing clearing	A qualified Ecologist is or trained wildlife handler to be present during removal of native vegetation; has provided advice on alternative fauna habitat sites if applicable and be present on the site during any relocation works if required.	Construction Environmental Management Plan Appendix 2	Visual Inspection	This ITP Signed off	IP	Site Engineer / Site Foreman			N/A	
1.5	Permit to distrurb flora & fauna	Prior to commencing clearing	VicRoads has already obtained permits and/or approvals to disturb flora/fauna sites. Ensure that a copy of these permits are obtained prior to the commencement of tree removal works.	Condition Plans endorsement	Visual Inspection	This ITP Signed off	IP	Project Engineer	N/A		N/A	
2	Clear & Grub											
2.1	Define work area	Prior to commencing clearing	The work area has been determined, and the extent of clear and grub has been reviewed by Fulton Hogan and the Superintendent. Any trees to be removed have been clearly marked and confirmed on site.	201.10	Inspect	This ITP Signed off	HP	Project Engineer/ Superintendent				

Item No.	Task/Activity Description	Inspection / Controls and Verification Detail					HP/ WP/ AP/ IP/ TP/ SCP	Responsibility Project Engineer Site Engineer Superintendent Surveyor Foreman	Checked by:			
		Frequency	Acceptance Criteria	Reference Documents	Inspection / Test Method	Record of conformity			Client	Fulton Hogan	FH's Sub-contractor	Date
2.2	Cultural Heritage and Areas of Significance	Prior to commencing clearing	Areas determined to be No-Go Zones are securely fenced and clearly identified by signage installed in the fencing. Works are to be suspended immediately and Cultural Heritage representatives (BLCAC) are to be notified, if any items of significance are discovered or identified during construction. Works may recommence with the cultural heritage approval or if works can resume without risk to the discovered Cultural Heritage.	CHMP	Inspect	This ITP Signed off	HP	Project Engineer/ Superintendent				
2.3	Joint Inspection to Mark vegetation or habitat to be removed	Prior to commencing clearing	Prior to removing any vegetation or habitat, the Contractor shall arrange an on-site inspection with the project Arborist and project Ecologist	Drawings CEMP Tree Management Plan 176.11	Visual Inspection	This ITP Signed off	HP	Project Engineer/ Superintendent			N/A	
2.4	Felling of Trees	Prior to commencing clearing	Trees shall be brought down in such manner as to avoid danger to personnel and traffic or damage to other trees, shrubs, structures or property outside the area being cleared or designated to be retained within the area being cleared	201.04	Visual Inspection	This ITP Signed off	IP	Site Engineer / Site Foreman	N/A			
2.5	Backfill holes	After clearing	Any holes produced from grubbing operations have been backfilled with similar material and compacted	201.05	Visual Inspection	This ITP Signed off	IP	Site Engineer / Site Foreman	N/A		N/A	
2.6	Dispose of Trees and vegetation	After clearing	Trees that are to be removed shall be mulched to the extent possible and the mulch retained for use in the Landscaping Works. Noxious weeds shall not be mulched.	201.07	Visual Inspection	This ITP Signed off	IP	Site Engineer / Site Foreman	N/A		N/A	
2.7	Dispose of concrete, bituminous and other recyclable materials.	After clearing	Salvaged concrete, bituminous materials over 50mm and other recyclable materials have been sent to approved recycling establishments.	201.07	Visual Inspection	This ITP Signed off	IP	Site Engineer / Site Foreman	N/A		N/A	
2.8	Stripping of topsoil	Prior and after commencement of any ground disturbing activities	Topsoil shall be stripped for the full width of the formation. Declared noxious weeds, pests and pathogens shall be treated and monitored before stripping of topsoil, and after spreading, to prevent and/or minimise the spread of weeds and other pathogens throughout the site. Stockpiles shall be maintained in a neat, well shaped state capable of shedding water. Topsoil shall be re-spread as soon as practicable.	VicRoads Spec. CI.204.05	Visual Inspection	This ITP Signed off	IP	Site Engineer / Site Foreman	N/A		N/A	

Item No.	Task/Activity Description	Inspection / Controls and Verification Detail					HP/ WP/ AP/ IP/ TP/ SCP	Responsibility Project Engineer Site Engineer Superintendent Surveyor Foreman	Checked by:			
		Frequency	Acceptance Criteria	Reference Documents	Inspection / Test Method	Record of conformity			Client	Fulton Hogan	FH's Sub-contractor	Date
2.9	Removal of abandoned services	Prior to commencing works	Pits which are no longer required shall be removed or broken back to a depth not less than 0.3 m below the finished surface of the subgrade. Remaining pipe openings shall be sealed with concrete. Any remnants of pits shall be backfilled with material and compacted to a density ratio of not less than 95%. The calculation of density ratio shall be based on Standard compactive effort.	VicRoads Spec. Cl.201.05	Visual Inspection	This ITP Signed off	IP	Site Engineer / Site Foreman	N/A		N/A	
2.10	Clearing of Trees and Vegetation	During clearin works	Clearing work shall not be undertake outside of the specified limits of work. Tree branches extending over the carriageway shall be trimmed to provide a clearance of at least 6 m above the carriageway surface. Where whole branches are to be removed, the three cut method shall be used.	VicRoads Spec. Cl.201.04	Visual Inspection	This ITP Signed off	IP	Site Engineer / Site Foreman	N/A		N/A	
2.11	Grubbing of vegetation	Prior and after commencement of any ground disturbing activities	In areas where excavation will be made, all vegetation, refuse and obstructions shall be totally grubbed or grubbed to a depth of not less than 0.3 m below the subgrade and batters, whichever is the lesser treatment. In areas to be covered by embankments, to a depth of not less than 0.3 m below the stripped surface or not less than 0.6 m below the finished surface of the subgrade, whichever is the lesser treatment. Holes resulting from grubbing shall be backfilled with material similar to the surrounding material and compacted to the same degree as the surrounding material	CEMP VicRoads Spec. Cl.201.05	Visual Inspection	This ITP Signed off	IP	Site Engineer / Site Foreman	N/A		N/A	

The signature below verifies that this ITP has been completed in accordance with the FH's Quality system Procedures and verifies lot compliance with specifications.

Print Name:

Position:

Signature:

Date: / /

Legend

HP	Hold Point	Work shall not proceed past the HP until released by the Superintendent	IP	Inspection point	Formal Inspection to be done and recorded
HP*	FH Hold Point	Work shall not proceed past the HP* until released by FH	TP	Test Point	Product compliance test to be undertaken and recorded/reported
WP	Witness Point	An inspection which must be witnessed by the Superintendent	SCP	Survey conformance point	A qualified surveyor to check product/section/structure and report
AP	Approval Point	Written or verbal approval given by the Superintendent			