

SECTION 1 – GENERAL DETAILS							
Project Name:				Inspection Key. A Action B Report by Breach C Check D Dimension Inspection E Examine H Hold Point I Inspection M Monitor on Random Basis O Operation R Review S Subcontractor V Visual Verification W Witness Point	Responsibilities		
Project Number:					Role Key	Name	Signature/ Initial
Client:					CR Client Representative		
Contract Number:					PE Project Engineer		
Lot Number / ID					IP Inspection Personnel		
					SP Supervisor		
ITP Number:		Version:	00				
ITP Description:	Install Concrete Column						
Prepared By:							
Revision Date							
Comments:							
SECTION 2 – SIGNATURES – CLOSE-OUT & APPROVAL							
ITP Close-Out by Vic Civil	Name:		Signature:		Date:		
Client Close Out (If Req)	Name:		Signature:		Date:		

SECTION 3 – RECEIVING INSPECTIONS										
Item No.	Activity/ Task Description	Inspection Point: Quality Control Activity	Acceptance Criteria	Verifying Document	Inspection/ Test		Inspection Point/ Signature & Date			
					Key	By	Vic Civil Signature	Client Signature	Date	Comments
3.1	Survey / Set out	Levels confirmed on site	Set out in accordance with design drawings or site conditions	Visual Inspection / On Site Verification	I	IP				
SECTION 4 – IN-PROCESS INSPECTIONS										
Item No.	Activity/ Task Description	Inspection Point: Quality Control Activity	Acceptance Criteria	Verifying Document	Inspection/ Test		Inspection Point/ Signature & Date			
					Key	By	Vic Civil Signature	Client Signature	Date	Document Reference
4.1	Reinforcement Installation	Structural Reinforcement as per Structural Design documentation / additional SDA	Steel bar installed as required, with starter bars if needed	Client Engineering Inspection	HP	IP				
4.2	Formworks	Formworks to comply with the final shape/size of the column	Formworks match designs and will enable concrete finishes as desired	Visual Inspection	WP	IP				
4.3	Finish	Finish surface of column or off-form finish	Finished as required	Visual Inspection	WP	IP				

SECTION 3 – RECEIVING INSPECTIONS										
Item No.	Activity/ Task Description	Inspection Point: Quality Control Activity	Acceptance Criteria	Verifying Document	Inspection/ Test		Inspection Point/ Signature & Date			
					Key	By	Vic Civil Signature	Client Signature	Date	Comments
4.4	Pre-Pour Concrete Check	Inspection of reo and formworks	Steel reinforcement in accordance with design documentation	Client Inspection	HP	IP				
4.5	Concrete Pour	Concrete is poured to required levels and strength	Strength and finish requirement met Finished level within tolerances	Visual inspection Strength Test Supplier:	HP	IP				
SECTION 5 – FINAL INSPECTION AND HANDOVER										
Item No.	Activity/ Task Description	Inspection Point: Quality Control Activity	Acceptance Criteria	Verifying Document	Inspection/ Test		Inspection Point/ Signature & Date			
					Key	By	Vic Civil Signature	Client Signature	Date	Comments
5.1	Completions	Inspection of works	Works completed to the client requirements	This document	H	PE				
SECTION 6 – COMMENTS										