WORK AREA:	CONTRACT NAME:	DESCRIPTION OF ACTIVITY:	Rev	Originator	Date	Approved	Date
Gillingham Road	CON23041 Gillingham Road Bridge Replacement	Roadings and Pavement Construction	0	Akash Nada	07/04/2025	GvdLinde	
ITP No: 004			1				

Item No.	ITEM	ACTIVITY TASK	ACCEPTANCE CRITERIA	FREQUENCY	CERTIFYING DOCUMENTATION, RECORD OR CHECKSHEET	VERIFICATION SIGN OFFS	
						INTERNAL VERIFICATION AUTHORITY OR RESPONSIBILITY	CRITICAL HOLD POINT AUTHORITY
1.	**Site Preparation**	Site Clearance	Site clear of debris and vegetation	Once	Visual Inspection	R	R
		Survey Set-Out	As per drawings and design model provided.	As required	Visual Inspection	H	H
2.	**Material**	Geotextile and Geogrid	Engineer approved geotextile and geogrid	Prior to order	Suppliers' documentation	H	H
		Granular subbase metal	Granular Subbase metal shall be AP65 complies with either TNZ M/03 or ES 2022 Section 3.3.2 Pavement Materials.	Prior to commencing works	Suppliers' documentation	H	H
		Modified Basecourse metal	M4AP40 WITH 1.5 - 2.0% CEMENT subject to the confirmation of mix design	Prior to commencing works	Suppliers' documentation	H	H
		Two coat Chipseal	First coat - Grade 2 chip followed with Grade 4 chip Second coat – in accordance with WDC ES 2022 Clause 3.3.5.4 Second Coat Chip Seal and Resealing. Binder shall comply with TNZ M/1	Prior to commencing works	Suppliers' documentation	H	H
		Dense Graded Asphalt	AC14 Asphalt Concrete mix design is subjected to approval from Engineer at least 5 working days prior to asphalt paving.	Prior to asphalt paving	Suppliers' documentation according to NZTA M10:2020 Clause 3.6.1 or M27:2020	H	H
		Raised Platform Concrete	40MPa concrete compressive strength at 28 days	Prior to ordering concrete	Suppliers' documentation	H	R

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		Traffic Signs	Fabricated in Aluminium grade 5251-H34 or similar and shall be a minimum thickness of 2.5mm stiffened. As per WSP site specification - PROFESSIONAL SERVICES PAVEMENT AND SURFACING SPECIFICATION section 2.2 pg 4-6	Prior to ordering material	Suppliers' documentation	H	R
3.	**Pavement Construction**	Trim and Prepare Subgrade	Visual Inspection, CBR 3.0%, SCALA testing as required by the engineer Level = +0mm – 20mm	As directed by the Engineer	Test record sheet, String record sheet	H	H
		200mm AP65 Sub-grade improvement layer	A layer of Geogrid and Geotextile placed at the base of the excavation. A 200mm thick layer of AP65 will then be carted to site and spread in required locations.	As directed by the Engineer	String record sheet	H	H
		250mm AP65 Sub-base course	Level = +10mm – 0mm NDM = mean value ≥ 95% of MDD with no single value less than 92% Proof Roll	No less than 24 hrs prior to placement of the subsequent pavement layer	Lab test report – NDM String record sheet	H	H
		180mm M4AP40 Basecourse stab with max. 2% cement.	Level = ± 5mm NDM = mean value ≥ 98% of MDD with no single value less than 95% Benkelman Beam = 15 m staggered by wheel path for each lane – As per WDC EES 2022 Degree of Saturation (DOS) = less than 80% Proof Roll	No less than 24 hrs prior to placement of the subsequent pavement layer	Lab test report – NDM, Beam, DOS String record sheet	H	H
4.	**Pre-seal inspection**	Prepare Basecourse for sealing	Swept basecourse to produce a tight mosaic surface and sweepings removed.	Prior to surfacing	Pre-seal Inspection checksheet String record sheet	H	H

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5.	**Surfacing**	Chipseal Surfacing Grade 2/4	Tie-ins to match ex. Surface. First coat grade 2 chip followed with grade 4.	As directed by the Engineer	Construction photos, checksheet	H	H
		50mm AC14 Asphalt Concrete	As per NZTA M10:2020 No Water Ponding on finished surface	As directed by the Engineer	Suppliers' Documentation	H	H
6.	**Raised Safety Platform**	Prepare subgrade	Visual Inspections 50mm thick AP20 layer 0.25mm polythene placed on top of ap20	Prior to placing formwork and reinforcement	Pre-pour inspection checksheet	H	W
		Pre-Pour Inspection	As per drawings and site specification	Prior to placing concrete	Pre-pour inspection checksheet Concrete Dockets	H	H
		Tactile Paving	Installed as per drawings and manufactures guide	As directed by the Engineer	Suppliers' documentation Visual Inspections	H	R
7.	**Concrete Footpath**	50mm Compacted GAP20 Basecourse	As per drawings and site specification	Prior to placing concrete	Pre-pour inspection checksheet	H	W
		Pre-Pour Inspection	As per drawings and site specification 100mm 20MPa concrete	Prior to placing concrete	Pre-pour inspection checksheet Concrete Dockets	H	H
8.	**Vehicle Crossing**	Trim to subgrade	Scala CBR = 10	Prior to placing basecourse	Scala test record sheet	H	W
		100mm compacted GAP40 Basecourse	Clegg test WDC Engineering Standards for residential vehicle crossing.	Prior to placing formwork and reinforcement	Clegg record checksheet	H	W
		Pre-pour inspection	125mm thick 30 MPa concrete with 668 mesh placed centrally on basecourse	Prior to placing concrete	Pre-pour inspection checksheet Concrete Dockets	H	H
9.	**Pavement Marking and Delineation**	Raised Reflective Pavement Markes, Hazard Markers	As per drawings and site specification	As directed by the Engineer	Suppliers' documentation Visual Inspections	H	R

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		Road marking	As per drawings and site specification	As directed by the Engineer	Suppliers' documentation Visual Inspections	H	R
10.	**Traffic Signage**	Installation of Traffic signage	As per drawings and site specification	As directed by the Engineer	Suppliers' documentation Visual Inspections	H	R
11.	**Roadside Safety Barriers**	Survey Setout	As per drawings and site specification	As directed by the Engineer	Design set-out model Visual Inspections	H	H
		Install W-Beam Guardrail	As per drawings, site specification and manufacturer guide	As directed by the Engineer	Design set-out model Visual Inspections Suppliers' documentation	H	R
		Install Precast concrete TL4 Barrier & Steel Handrail	As per drawings, site specification and manufacturer guide	As directed by the Engineer	Design set-out model Visual Inspections Suppliers' documentation	H	R
		Install Cyclist / Pedestrian Handrail	As per drawings, site specification and manufacturer guide	As directed by the Engineer	Design set-out model Visual Inspections Suppliers' documentation	H	R
12.	**As-Built plans**	Final As-built Drawings	As reviewed and approved by the Engineer	At the completion of the works	As-Built plan	H	H

INSPECTION & TEST PLAN

INSPECTION & TEST PLAN (ITP)

The ITP defines the required inspections during various stages of fabrication, construction and installation work. It is also a method of communicating these requirements to those doing the work and a verifying record that they have been carried out.

The ITP defines 2 different levels of inspection according to the following criteria:

- **Internal Verification:** This inspection or verification activity is required internally by United Civil. A Designated Internal Authority- Project Manager, Supervisor, Foreman or other authorised person is determined for the given inspection point or verification activity. Where a signature required verification is notified by signing the designated check sheet.
- **Critical Hold Points:** These are ONLY inspections required by the contract. It requires the Foreman/ Supervisor or Subcontractors Representative to notify the United Civil Project Manager that the hold point stage of inspection has been reached. Fabrication shall not proceed past this point unless the inspection has been carried out or approval to proceed is given in writing & signed by the Engineer's Representative.

  The Engineer's Representative shall sign the Check sheet.

  A Contract Hold Point is a contractual requirement. Where the Engineer's Rep has not signed or for whatever reason cannot sign the Hold Point off the Project Manager must signify verification by the Engineer by other means such email sign off or other formal correspondence and note as such on the ITP.