

	<b>Inspection and Test Plan - Control and Supervision of the Works</b>	<b>Document #</b> <b>ITP-014</b> Revision :
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<b>Client:</b> DTP	<b>Construction Process:</b>	Prepared by:	Reviewed by :	Approved by :
<b>Project:</b> Stud Road/ Mcfees Road	<b>Preparation of Subgrade</b>	Name: Ruby Lewis	Name: Cameron Beattie	Name: Cameron Beattie
<b>Contract No:</b> DOT38025	<b>Specifications:</b> VicRoads Standard Specification Section 204			
	<b>Structure / Component:</b> Pavement	Signed :	Signed :	Signed :
	<b>Location:</b>	23/05/2025	Date : 23/05/2025	Date : 23/05/2025

<b>Lot No:</b>	<b>Lot Details:</b> Subgrade	<b>Lot Size/ Quantity:</b>
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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 for correct documentation	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 off	HP*	Project 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: QMP, TMP, SWMS & ITP	QMP, TMP, JSEA, SWMS, ITP	Visual Inspection	This ITP signed off	HP*	Project Engineer / Site Foreman	N/A		N/A		
2	Construction Works												
2.1	Survey Set-Out	Prior to commencement of excavation	Area has been set out in accordance with the drawings	Work Procedure	Verify	This ITP signed	IP	Engineer/ Surveyor	N/A		N/A		
2.2	Excavation Permit	Lot	An excavation permit must be issued prior to any excavation commencing. Plant and equipment shall be appropriate for the task. Excavation operations shall not disturb areas outside the limit of excavation	Excavation permit	Verify	This ITP Signed Off	HP*	Project Engineer	N/A		N/A		
2.3	Material classified as silt	Prior to Commencing	Material classified as silt, either before or after compaction, is not acceptable as Type A material without stablisation to the satisfaction of the Superintendent	VicRoads Spec. Cl. 204.04(c)	Document Review	Superintendent satisfied with Stabilisation Signed ITP/ records	HP	Engineer or Forman / Superintendent			N/A		

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2.4	Acceptance of Rock Subgrade (when applicable)	Prior construction of the regulating layer	Prior to construction of the regulating layer, the areas of rock subgrade shall be presented to the Superintendent for acceptance. Any necessary amendments to the subsurface drainage design including transverse subsurface drainage at the interfaces shall be presented to Superintendent for review.	VicRoads Spec. Cl. 204.06(f)	Site Inspection/ Document Review	Superintendent acceptance  Signed ITP	HP	Engineer or Forman / Superintendent			N/A	
2.5	Unsuitable Material	Each Lot	Where Unsuitable material is encountered, proposed in-situ treatment must be submitted to the superintendent for review.	204.07(d)	Visual Inspection	This ITP Signed Off	HP	Engineer or Forman / Superintendent			N/A	
2.6	Groundwater	Each Lot	Where groundwater is encountered the contractor shall notify the superintendent and submit proposed action for review. The Contractor shall submit any necessary approvals from relevant authorities for the treatment and disposal of this groundwater	204.06 (h)	Visual inspection	This ITP signed off	HP	Engineer or Forman / Superintendent			N/A	
3	Testing											
3.1	Proof Rolling	Each Lot	Proof rolls to be conducted in accordance with Section 173 of the VicRoads Standard Specification	CI 204.12 Section 173	Visual Inspection	This ITP signed off	HP* WP	Engineer or Forman / Superintendent			N/A	

<b>Final Inspection</b>			
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			