



	Inspection and Test Plan - Control and Supervision of the Works	Document # ITP-004 Revision: 1
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Client: SGSC Project: Sanders Road , Raceby Contract No:	Construction Process: Fill with Material Class 3 Specifications: VicRoads Specification Sections 173 and 204 Structure / Component: Earthworks/Civil	Prepared by: Name: Ruby Lewis Signed : 30/05/2024	Reviewed by : Name: Cameron Beattie Signed : Date : 30/05/2024	Approved by : Name: Cameron Beattie Signed : Date : 30/05/2024
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Lot No:	Lot Details:	Lot Size/ Quantity:
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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			Superintendent	Fulton Hogan	FH's Sub-contractor	Date
1	Preliminary Works											
1.1	Induction	Prior to Commencing	All personnel on site have completed the site specific induction	Inductions Register	Document review	Site induction signed.	AP	Site Engineer / Site Foreman	N/A		N/A	
1.2	Safety measures are in place, Safe Work Method Statement (SWMS) undertaken	Prior to commencing	All necessary measures and controls are being implemented, that is: PSP, CEMP, TMP & SWMS	Health and Safety Co-Ordination Plan	Document Review	SWMS(s) signed	HP	Site Engineer, Site Foreman & Superintendent				
1.3	Check that current revision drawings are being used	Prior to Commencing	Issued For Construction (IFC) and latest available revision used	Project Drawings / Drawing Register	Document review	Latest Revision Drawings	AP	Site Engineer / Site Foreman	N/A		N/A	
1.4	Confirm understanding of current CEMP and CHMP related to the work area and that all prescribed environmental controls are in place	Prior to Commencing	All environmental measures to be implemented as per current EMP and local authorities. Sediment control measures to be installed and protected vegetation to be clearly identified	IFC Drawings CEMP CHMP	Document review & Site inspection	Signed ITP	IP	Site Engineer	N/A			
1.5	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	

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Client: SGSC Project: Sanders Road , Raceby Contract No:		Construction Process: Fill with Material Class 3 Specifications: VicRoads Specification Sections 173 and 204 Structure / Component: Earthworks/Civil Location: Raceby Sanders road				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:												
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2	Placing Class 3 Material											
2.1	Survey set-out	Prior to Commencing Excavation	Survey activities undertaken to ensure and validate that all works meet level and location requirements. The establishment and integrity of the survey network shall be verified before commencing any survey and setout activity. IFC and latest available revision used	Latest IFC Drawings	Site Inspection	Survey records & pegs on the ground	SCP	Site Engineer & Surveyor	N/A		N/A	
2.2	Fill Construction	Prior to Commencing Excavation	No fill is to be placed on the prepared areas until the the area has been reviewed by the Superintendent	VicRoads Spec. Cl. 204.10(b)	Site Inspection	Area reviewed by Superintendent Signed ITP	HP	Site Engineer & Superintendent			N/A	
2.3	Keyed fill layers	During Excavation	Placement surface textured to ensure layers keyed into each other.	VicRoads Spec. Cl. 204.10(d)(i)	Site Inspection	Signed ITP	IP	Site Engineer	N/A		N/A	
2.4	Layer thickness	During Excavation	Layers placed and spread in uniform compacted layers not thicker than 200mm. A procedure shall be established to verify that compacted layers do not exceed the specified maximum thickness. Verification records must provide evidence of measurements taken at least every three layers in consistent locations across the filled areas, and must be retained with the lot records.	VicRoads Spec. Cl. 204.10(d)(ii)	Site Inspection	Signed ITP	IP	Site Engineer	N/A		N/A	
2.5	Proof Roll	Each Fill Layer	Areas upon which fills are to be constructed, all layers of fill, and material within 150 mm of the cut floor level in cuts, shall be test rolled in accordance with Section 173. Superintendent to be present during all test rolling.	VicRoads Spec. Cl. 204.12 Cl.173.03	Site Inspection	Proof Roll Form completed & signed.	WP	Site Engineer & Superintendent			N/A	
2.6	Preparation of final surface	Prior to construction of subgrade layer	The top of the Class 3 material, Cut Floor Level and subgrade surfaces shall be prepared to level and shape within the tolerances specified in Clause 204.03(g) to produce a smooth, hard, tightly bound surface, free from depressions capable of holding water).	VicRoads Spec. Cl. 204.15 Cl. 204.03(g)	Site Inspection	Signed ITP	IP	Site Engineer	N/A		N/A	

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Lot No: Lot Details: Lot Size/ Quantity:												
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2.7	Conformity with Drawings	Prior to construction of subgrade layer	Surface is smooth, hard, tightly bound and free from depressions which are capable of holding water. Surface is not to be more than 15mm or less than 30mm from what is specified in IFC drawings	VicRoads Spec. Table 204.03(f)	Site Inspection	Signed ITP	IP	Site Engineer	N/A		N/A	

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Project: Sanders Road, Raceby	Specifications: VicRoads Specification Sections 173 and 204	Signed : 14/08/24	Signed : Date : 15/8/24	Signed : Date : 15/8/24
Contract No:	Structure / Component: Earthworks/Civil			
	Location: Sanders Road, Raceby			

Lot No:	Lot Details:	Lot Size/ Quantity:
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3	Testing											
3.1	Compaction Testing	3 x tests every layer	Compaction testing to ensure 100% Standard Compaction Density Ratio	VicRoads Spec. Cl.204.13(a) Cl.204.13(b) Table 204.131 Table 204.142	Site Inspection	Compaction Test Records	TP	Site Engineer	N/A		N/A	

Final Inspection			
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
AP	Approval Point	Written or verbal approval given by the Superintendent	SCP Survey conformance point A qualified surveyor to check product/section/structure and report
WP	Witness Point	An inspection which must be witnessed by the Superintendent	