



	Inspection and Test Plan - Control and Supervision of the Works	Document # FHC-ITP-001 Revision : 1 23/01/2024
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Client: MRPA Project: Fitzgerald Road Carpark Job No:	Construction Process: <i>Clearing and Grubbing</i> Specifications: VicRoads Specifications Section 201 Structure / Component: Earthworks/Civil Location: Fitzgerald Road Level Crossing Removal Project	Prepared by: Name: Fynn Riddick Signed :  Date : 18/01/2024	Reviewed by : Name: Justin Sciacca Signed :  Date : 25/01/24	Approved by : Name: Signed : Date :
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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			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	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: OHSCP, PHSCP, PCMP, EMP, ECP, CEMP, ERA, QMP, CHMP, SWMS	OHSCP, PHSCP, PCMP, EMP, ECP, CEMP, ERA, QMP, CHMP, SWMS	Visual Inspection	This ITP signed	HP*	Site Engineer / Site Foreman	N/A		N/A		
1.3	Flora & Fauna	Prior to commencing clearing	A qualified ecologist and/or botanist has examined trees to be removed and/or any fallen logs affected by works and provided written clearance for removal; has provided advice on alternative fauna habitat sites if applicable and be present on the site during any relocation works if required.	EMP, ECP	Visual Inspection	This ITP Signed off	IP	Site Engineer / Site Foreman	N/A		N/A		
1.4	Permit to distrurb flora & fauna	Prior to commencing clearing	MRPA 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.	EMP, ECP	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.	201.03	Inspect	This ITP Signed off	WP	Project Engineer/ Superintendent					

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2.2	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 Superintendent to confirm and clearly identify and mark trees to be removed, consistent with Appendix O Tree Assessment Report.	Drawings 201.10	Visual Inspection	This ITP Signed off	HP	Project Engineer/ Superintendent			N/A	
2.3	Identify No-go Zones	Prior to commencing clearing	Existing vegetation and native fauna habitat identified in the Contract to be retained, shall be identified as 'No-Go Zones' and protected by temporary fencing, consisting of, as a minimum, star pickets, wire support and parawebbing. Signage shall be erected outside the limit of the of the vegetation or the habitat site, at intervals no less than 20 metres apart or as per the SSEMP Prior to any work onsite the contractor shall fence and sign all no go zone sites as per the EMP. Any works required inside TPZ shall be completed under the supervision of an Arborist	Drawings 201.10	Visual Inspection	This ITP Signed off	HP	Project Engineer/ Superintendent			N/A	
2.4	Clear felling distances of trees are adequate.	Prior to commencing clearing	Ensure the clear distances are adequate and signage is in place as planned. 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	Clear and grub trees and vegetation	After clearing	Vegetation in areas of site excavation have been cleared and grubbed to at least 0.3m below subgrade, all other vegetation and obstructions cleared to natural surface level Tree branches extending over the carriageway shall be trimmed to provide minimum clearance of 6m above the carriageway surface.	201.04 201.05 201.06	Visual Inspection	This ITP Signed off	IP	Site Engineer / Site Foreman	N/A		N/A	
2.6	Backfill holes	After clearing	Any holes produced from grubbing operations have been backfilled with similar material to the surrounding material and compacted to the same degree to the surrounding material.	201.05	Visual Inspection	This ITP Signed off	IP	Site Engineer / Site Foreman	N/A		N/A	
2.7	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	
2.8	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	

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: / /

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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			