
		Inspection and Test Plan - Subgrade Preparation							Document # ITP-006				
Client: DTP Auburn Road - Hawthorn		Construction Process: Subgrade Preparation					Prepared by: Name: Ruby Lewis		Reviewed by : Name: Cameron Beattie		Approved by : Name: Cameron Beattie		
Project:		Specifications: VicRoads Specification Sections 204, 205 and 173											
Contract No:		Structure / Component: Earthworks/Civil					Signed :		Signed :		Signed :		
		Location:											
							23/05/2025		Date : 23/05/2025		Date : 23/05/2025		
Lot No:							Location: From () to ()			Lot Size/ Quantity:			
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 been inducted to the Project site	Inductions Register	Document review	Site induction signed.	AP	Site Engineer / Site Foreman	N/A		N/A		
1.2	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		
1.3	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 and site controls to be implemented as per current CEMP and CHMP. 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		N/A		
1.4	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	PSP, CEMP, TMP, JSEA, SWMS,	Document Review	SWMS(s) signed	IP	Site Engineer & Superintendent	N/A		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 No.	IP	Site Engineer & Superintendent	N/A		N/A		
2	Construction Works												
2.1	Survey set-out	Prior to Commencing	Survey to ensure and validate that all works meet level and location requirements. Review of existing survey control marks and any additional control marks required for the works. The establishment and integrity of the survey network shall be verified before commencing any survey and set out activity.	Project Spec. Cl.1190.07 Latest IFC Drawings	Site Inspection	Compliance with latest IFC drawings Survey records & pegs on the ground	SCP	Site Engineer & Surveyor	N/A		N/A		
2.2	Unsuitable Material	During Excavation	Where unsuitable material is encountered, actions shall be: a) excavate the unsuitable material and backfill with 20mm Class 3 Crushed rock and compacted to min 98% Standard MDD to the approval of Superintendent	IFC Drawings	Visual Inspection	This ITP Signed off	IP	Project Engineer	N/A		N/A		
2.3	Material Category	Prior to Commencing	Prior excavation, Superintendent and Fulton Hogan responsible shall inspect each type of material encountered and, subject to verification by laboratory testing, agree on category of material in accordance with VicRoads Spec Section 204.04	VicRoads Spec. Cl. 204.04 Cl. 204.06(c)	Document Review	Superintendent agreement Signed ITP	HP	Site Engineer & Superintendent			N/A		
2.4	Trimming and level conformity	Each Lot (one day's production) prior to Commencing	Ensure that the level at any point on the surface of the Cut Floor Level immediately below capping not differ by more than 5 mm above or 15 mm below the specified level. Level at any point of sugrade shall not lie more than 20mm below a 3m straightedge in any direction excepting crowns. Water shall not pond at any point. The mean and standard deviation of the departures from the theoretical surface level within each lot shall meet the requirements of Table 204.031.	VicRoads Spec. Cl. 204.03(f) Cl. 204.03(g) Table 204.031	Survey Report	Survey Record	SCP	Site Engineer & Surveyor	N/A		N/A		
2.5	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	Site Engineer & Superintendent			N/A		
2.6	Cut to Fill Zones	Each Lot (one day's production) prior to Commencing	All pavement and verge areas at cut to fill zones shall be excavated to a minimum depth of 600mm below the cut floor level or top of the type B material, for a distance of not less than 15m into the cut and 30m under the fill from the cut-fill line at the upper surface of the Type B material.	VicRoads Spec. Cl. 204.06(g)	Site Inspection	Signed ITP	IP	Site Engineer	N/A		N/A		

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3	Testing for Compaction and Material Properties											
3.1	Proof Rolling	Each Lot (one day's production), prior to Commencing Fill	Test rolling of all fill layers and subgrade shall be in accordance with Section 173 and 204 of the VicRoads Standard Specification. Fulton Hogan to provide not less than 24hrs notice to the Superintendent of the location and commencement time for test rolling. Superintendent to be present during all test rolling.	VicRoads Spec. Cl. 173.03 Cl. 204.12	Site Inspection	Proof Rolling Register signed.	WP	Site Engineer & Superintendent			N/A	
3.2	Testing for Compaction and Material Properties	Testing as per table 204.141 of VicRoads Spec. for Roadworks and Bridgeworks	Type B Material placed within 400 mm of top of Type B Material and Ripped and re-compacted material below Cut Floor Level= minimum compaction 99% MDD. Type B material 400mm below the top of Type B material and Top 150mm of cuts= minimum compaction 97% MDD.	VicRoads Spec. Cl. 173.04 Cl. 204.13 Cl. 204.14 Table 204.131 Table 204.141	Site Inspection	Test Results	TP	Site Engineer	N/A		N/A	
Notes												
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						