

Inspection and test plan – electrical conduit installation

Project no. CC0398 **Project name** VIVA Energy ULSG **Approved by** Ari Birch
ITP no. ITP014 **Revision no.** 1 **Revision date** 06/05/2024 **Plant and equipment used** Excavators, Bobcats, Moon Buggy, Watercart
Lot no. _____ **Estimated qty** _____ **Location (chainages, detailed description or marked up plan)** _____

Attach Dockets, Certificates and QA Documents to ITP

					Verify or test by				Remarks / record (eg. test frequency, reports, certificates, checklist etc)
					Symal Infrastructure		VIVA		
Item no.	Activity	Ref docs	Acceptance criteria	Frequency	Key	Sign date	Key	Sign date	
1.0 Pre-start activities									
1.1	Set out	Composite Drawings	Is the position of the pipe in accordance with the drawings? IFC and latest available revision used?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	H		W		
1.2	IFC Submission & Approval	Composite Drawings	Is IFC Construction Drawing and Most Current Revision Approved by the client?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	H		H		
1.3	Permits	Symal Safety Procedure	Have the below permits been created. -GPP -Working at Heights -Hot Works -Confined Space	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	H		W		
1.4	Determine Lot Size		Has the lot size been determined?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	S		W		<input type="checkbox"/> LOT map
1.5	Delivered materials		Has a material inspection checklist been completed? Have the materials and tag numbers/heat numbers been verified?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	W		W		<input type="checkbox"/> Material Inspection Checklist
1.6	Electrical and Earthing Pre- Qualification	235929- MG1668-CV- 003-SUBC- 000181	Welding procedures, equipment to be used, welding qualifications and calibration of welding machines to be submitted and approved by the client, has this been completed?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	H		H		<input type="checkbox"/> Welding Qualifications
1.7	Backfill Materials Approval	235929- MG1668-CV-	Has bedding and backfill materials been approved for use?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	H		H		<input type="checkbox"/> Approval number: --- -----



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		003-SUBC-000063							
2.0 Excavation and Placement									
2.1	Service Location	DBYD & Services marked on current IFC drawings (if applicable)	Current DBYD documents received and works executed by qualified service locator	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	H		S		
2.2	Excavation	235929-000-CV-SP-00006 UG PIPE FAB and INSTALL Section 12.1.12	Excavation shall be to depth adequate to provide full specified bedding depth of 100mm. Trench width to provide 50mm from edge of trench to conduit walls at minimum. Earthworks for trenches shall be done in accordance with standard drawing, has this been completed?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	W		S		
2.3	Conduit materials and size	235929-MG1668-CV-003-SUBC-000112 (Shop Drawings) 235929-MG1668-CV-003-SUBC-000009 (UG Services AMS) 235929-154-CV-08-92002-080001 (Rev1)	Are the HDPE conduits approved for use? Have the conduits been installed using approved couplers? Has the installation of the couplers been reviewed by the client? Has the bend radii been checked and adheres to the drawing?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	W		H		



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		&080002 (Rev1) &080005 (Rev2)							
2.4	Conduit placement	235929-154- CV-08- 92002- 080001 (Rev1) & 080002 (Rev1) & 080005 (Rev2)	Have the Conduits have been placed as per drawings and specifications and inspected by a VIVA representative?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	H		H		
2.5	Backfill placement & Marker Tape & Rope	235929-000- CV-SP- 00002	Have all trenching works been recorded for as- built and digital data prior to backfilling? <input type="checkbox"/> Yes <input type="checkbox"/> No Has bedding material/sand been placed for the full width of the trench over the conduits for a minimum cover depth of 200mm? <input type="checkbox"/> Yes <input type="checkbox"/> No Has marker tape been placed in-line and above the conduits on the surface of the sand layer? <input type="checkbox"/> Yes <input type="checkbox"/> No Has draw rope been installed through the conduit? <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	W		R		<input type="checkbox"/> Photos
3.0 Finishing									
3.1	Clean-up of site		Have the areas affected by the works been restored to a condition similar to that which existed prior to the commencement of the work? <input type="checkbox"/> Yes <input type="checkbox"/> No	Ongoing	S		S		



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3.2	Identification and recording		Have the actual installed location and depth of the conduits, and location of pits, been accurately recorded on an as-built? <input type="checkbox"/> Yes <input type="checkbox"/> No	Ongoing	S		H		<input type="checkbox"/> As-built
3.3	Work is complete and complies with design plans / drawings / specs		Redline mark-ups As-Built Survey: Conduits to conform to the required depths and locations.		H		H		<input type="checkbox"/> As-built
3.4	Certificate of electrical safety		Electrician to supply Certificate of electrical safety for conduit installation witnessed	Completion of works	H		H		Certificate of electrical safety

Works complete (signed SS) _____ Date works complete _____
Lot conforms (signed PE) _____ Date lot closed _____
NCR(s) no. raised _____ Date NCR closed for this lot _____

Responsibility (Resp.) Key: PM-Project Manager, SPE-Senior Project Engineer, SE- Site Engineer, SS-Site Supervisor, SV-Surveyor

Lot acceptance:

Symal Infrastructure representative name _____ VIVA representative name _____
Symal Infrastructure representative signature _____ VIVA representative signature _____

Inspection key: **W** – Witness, **H** – Hold Point, **S** - Surveillance