Overarching ITP items

Product Stage or Material to be Tested or Inspected	Type T = Test I= Inspection H= Hold point	Reference or Specification	Method/Test Required	How Often?	Records Required	Responsibility	Initial on completion
1.0 Overarching items							
ITP submitted and approved	H	NZTA M10: 2020, NZTA M27: 2020, head contract	Confirm ITP approved	prior to start of season	Copy of ITP and acceptance from Waka Kotahi	Project engineer/Renewals manager	
QMP submitted and approved	H	NZTA M10: 2020, NZTA M27: 2020, head contract	Confirm QMP approved	prior to start of season	Copy of QMP and acceptance from Waka Kotahi	Project engineer/Renewals manager	
QA pack submitted and approved	H	NZTA M10: 2020, NZTA M27: 2020, head contract	Confirm QA pack approved	prior to start of season	Copy of QA pack and acceptance from Waka Kotahi	Project engineer/Renewals manager	
Final approved program received	H		Confirm final program	prior to start of season	Copy of final approved program; TAC, SAC and SCRIM	Renewals manager	
Ensure accuracy of tracker with final program	I		Crosscheck tracker with program	prior to start of season		Renewals manager	
Pre commencement meeting with asphalt delivery team	H	QMP	in person meeting	prior to start season	signed attendance register	Paving manager/Project engineer	
JSEA submitted and communicated to team	H	QMP	JSEA approved	prior to start season, updates when required or site specific additions; To be signed on by every person working on the site	Copy of JSEA signed by AC delivery team	Paving manager/Project engineer/Supervisor	
Approved JMF for Strengthening Repairs Mix	H	Design Report	Confirm validity JMF and conformance with Design report	Each mix	Copy of Approved JMF	Plant manager/Project engineer	
Production testing for strenghthening repair mix	T	NZTA M10: 2020, NZTA M27: 2020	Binder grading testing Volumetric testing	1 test per 200T of Mix produced 1 test per 600T of mix produced	copy of IANZ accredited lab test report	Plant manager/Project engineer	
Approved JMF for Wearing Course Mix	H	Design Report	Confirm validity JMF and conformance with Design report	Each mix	Copy of Approved JMF	Plant manager/Project engineer	
Production testing for wearing course mixes	T	NZTA M10: 2020, NZTA M27: 2020	Binder grading testing Volumetric testing	1 test per 200T of Mix produced 1 test per 600T of mix produced	Copy of IANZ accredited Lab test report	Plant manager/Project engineer	
Confirm or establish , NDM offset and rolling patterns	I/T		Lay down trial or establish a rolling pattern on site	each mix	Lay down trial report or plateau testing	Paving manager/Project engineer/Site engineer	
Post construction drive over	I		Visual inspection	end of season		Renewals manager/Paving manager/ Project engineer	
Product Stage or Material to be Tested or Inspected	**Type** T = Test I= Inspection H= Hold point	**Reference or Specification**	**Method/Test Required**	**How Often?**	**Records Required**	**Responsibility**	**Initial on completion**
2.0 Out Of Season Paving							
Out of Season Paving	H	Winter Surfacing Site Note	Waka Kotahi Approval	Per Applicable Site	Copy of Waka Kotahi Approval	Renewals manager/Paving manager	
Dispatching Temperature compliance	T	NZTA M10: 2020 Notes - Table 3.3	As per Table N4.1: NZTA M/10: 2014	Per Load	Asphalt dockets	Asphalt Plant Manager/ operator	

Site specific ITP items

Product Stage or Material to be Tested or Inspected	Type T = Test I= Inspection H= Hold point	Reference or Specification	Method/Test Required	How Often?	Records Required	Responsibility	Initial on completion
1.0 Pre-Work							
Approved Design Report	H	Site design Report	Confirm document uploaded	Each site prior to establishment	Copy of Approved Design Report	Renewals manager/Project Engineer	
Pre seal inspection completed: - Confirm RP's and markouts align with design report - Establish methodology and amount of shifts - Confirm any environmental protection required - Confirm any service cover adjustment requirements - Identify potential milling dumpsites and plant parking area's - Identify TM requirements	H	Preseal inspection checksheet	Confirm document uploaded	Each site prior to establishment	Copy of pre seal inspection	Site engineer/Supervisor	
Stakeholder Management Requirements met	H	CSCMP	Confirm requirements followed	Each site	Copy of stakeholder notification / Photographs of VMS Boards	Network manager/Renewals manager/Project engineer	
Daily work briefing, confirm scope, that you have all staff, materials and plant needed to complete the work and weather forecast is compliant; confirm type of plant to be used	H	QMP	Brief all team members on day's work plan	Each shift	Job brief, updated forward works program and screenshot of weather forecast	Site engineer/supervisor	
Confirm Traffic management requirements met	H	CoPTTM/NZGTTM	Confirm Approved TMP in place	Each site	TMP	Project Engineer/Site engineer	
Product Stage or Material to be Tested or Inspected	**Type** T = Test I= Inspection H= Hold point	**Reference or Specification**	**Method/Test Required**	**How Often?**	**Records Required**	**Responsibility**	**Initial on completion**
2.0 Site set up							
Ambient Conditions *Min Pavement Surface Temp 5ºC (Intermediate or structural layers) and 10ºC (wearing course) and forecast to be rising/stay above*	H	NZTA M10: 2020 9.5.2	Temperature Gun Check *Acceptable / Unacceptable*	Each site	Ground temp record sheet in QA pack	QA/Supervisor	
Job start, identify risks and controls, communicated to team	H	HSMP	Record all risks and controls on Hazard ID following Team discussion	Each site	Daily pre start briefing Form D02.05	Site Supervisor/Foreman	
Establish traffic management to plan	H	TMP	Site audit post set up	Each site	on site record	STMS/Site engineer	
Identification of Services *Service Plans on-site* *Shallow Services marked*	H	JSEA/Permit to dig	Confirm document on-site / Visual check	Each site	Permit to dig/ service plans	Site Supervisor/Site engineer	
Photograph environmental protection measures installed	I	ESMP	Record temporary measures	Each site	Photograph	Site Supervisor / Site engineer	
Product Stage or Material to be Tested or Inspected	**Type** T = Test I= Inspection H= Hold point	**Reference or Specification**	**Method/Test Required**	**How Often?**	**Records Required**	**Responsibility**	**Initial on completion**
3.0 Milling (*If Required*)							
Milling undertaken to correct depth up to +10mm nominal thickness for each layer, however If applicable final surface can not end up more than 5mm above lip of channel unless specified otherwise in the Design Report	I	site design Report; NZTA M10: 2020 10.1	Dip checks	Per site	Stringline sheet from QA pack	Site Supervisor / Site QA/site engineer	
Proofrolling to be done on milled surface Use PTR or loaded Asphalt truck, to proofrol milled area's. Area's showing movement or loose materials shall received additional strenghtening at the specified depth in design report, for up to a maximum cost of 10% from the total site cost.	T/I	Site design report	Proofrolling with PTR or loaded truck	Per site	Pictures or video, if additional strengthening required a site diagram showing measurements, RP's and location within site Any additional strengthening required over the allowance of 10% for the total cost needs to have received written approval of Renewals manager or NOC Contract manager	Site supervisor/Site engineer	
4.0 Membrane (*If Required*)							
Application as per Design Requirements (Chip size / binder application rate)	I	Design Report	Spray Sheet's	Per site	Spraysheets	Site Supervisor / Site Engineer	
5.0 Strengthening Repairs (*If Required*)							
Delivery and compaction temperature *±30 degrees from the recommended mixing temperature of 155-170°C To be recorded when mix is tipped into the paver.* *Manager to be notified if temperature falls below:* *AC20 PMB 130°C* *AC20 Hi-Mod 140°C* *AC20 60/70 125°C*	T	NZTA M10: 2020 Notes; Higgins asphalt bitumen guide, NZTA M1A 2019	Temperature Gun Check *Acceptable / Unacceptable*	Per load	Temperature record sheet; contains delivery temperature, temp when in paver, temp inside the screed and rolling temp	Site Supervisor/QA	
Structural Asphalt Layer Thickness Each Layer >80mm with a max discrepency of +10mm nominal thickness	T	NZTA M10 2020 10.1 & Table 3.1	Dip checks and spreadrates	each truckload	Layer sheet and site diagram in QA pack and photographic evidence for dipchecks	Site Supervisor / Site QA /Site engineer	
Compaction and Air Voids	T	QMP and NDM SOP	NDM for Quality Control	Minimum of 1 test per 20 linear meter per run and minimum 1 every 100m on joints	NDM sheet in QA pack	Site Supervisor / Site QA / Site Engineer	
Proven layer thickness and compaction	T	NZTA M10: 2020 9.9	150mm Diameter Cores where: 1. >30tonnes 2. >=45mm lift thickness 100mm Diameter Cores where: 1. >30tonnes 2. >=35mm and <45mm lift thickness NDM (only where accepted by the Engineer in writing along with the testing plan.)	when a lot ≥ 30T; Mat Cores: Cores to be randomly located using ASTM D5361 in each sublot. 1 core per 300m2 sublot and a min 8 cores each lot Joint Cores: Cores to be randomly located using ASTM D5361 in every 100m of joint. NDM (only where accepted by then Engineer as per agreed testing plan.)	Photograph of each core; random coring sheet from QA pack and IANZ accredited lab report A lot is deemed acceptable when the Characteristic values of the mat come back within the range of +3,-2 and from the joints +5,-2 from the design airvoids listed on the applicable JMF	Site Supervisor / Site QA/ Site engineer	
Product Stage or Material to be Tested or Inspected	**Type** T = Test I= Inspection H= Hold point	**Reference or Specification**	**Method/Test Required**	**How Often?**	**Records Required**	**Responsibility**	**Initial on completion**
7.0 Wearing Course							
Delivery and compaction temperature			Temperature Gun Check				

±30 degrees from the recommended mixing temperature of 150-175°C To be recorded when mix is tipped into the paver. *Manager to be notified if temperature falls below:* *AC PMB 130°C* *AC 60/70 125°C* *SMA PMB 125°C* *SMA 60/70 120°C*	T	NZTA M10: 2020Notes; Higgins asphalt bitumen guide, NZTA M1A 2019	*Acceptable / Unacceptable*	Per load	Temperature record sheet; contains delivery temperature, temp when in paver, temp inside the screed and rolling temp	Site Supervisor/ QA/Site engineer	
Surface layer thickness: Each Layer >min. layer thickness with a max discrepency of +10mm nominal thickness *If applicable all mix is not more than 5mm above lip of channel unless specified otherwise in the Design Report*	T	NZTA M10:2020 10.1 & NZTA M10:2020 Notes Table 3.3 & 3.4 NZTA M27:2020 10.2 & NZTA M27:2020 Notes Table 3.1	Dip checks and spreadrates	each truckload	Layer sheet and site diagram in QA pack and photographic evidence for dipchecks	Site Supervisor / Site QA /Site engineer	
Compaction and Air Voids	T	QMP and NDM SOP	NDM for Quality Control	Minimum of 1 test per 20 linealr meter per run and minimum 1 every 100m on joints	NDM sheet in QA pack	Site Supervisor / Site QA / Site Engineer	
Proven layer thickness and compaction	T	NZTA M10: 2020 9.9 or NZTA M27: 2020 9.9	150mm Diameter Cores where: 1. >30tonnes 2. >=45mm lift thickness 100mm Diameter Cores where: 1. >30tonnes 2. >=35mm and <45mm lift thickness NDM (only where accepted by the Engineer in writing along with the testing plan.)	when a lot ≥ 30T; Mat Cores: Cores to be randomly located using ASTM D5361 in each sublot. 1 core per 300m2 sublot and a min 8 cores each lot Joint Cores: Cores to be randomly located using ASTM D5361 in every 100m of joint. NDM (only where accepted by then Engineer as per agreed testing plan.)	Photograph of each core; random coring sheet from QA pack and IANZ accredited lab report. A lot is deemed acceptable when the Characteristic values of the mat come back within the range of +3,-2 and from the joints +5,-2 from the design airvoids listed on the applicable JMF	Site Supervisor / Site QA/ Site engineer	
Product Stage or Material to be Tested or Inspected	**Type** T = Test I= Inspection H= Hold point	**Reference or Specification**	**Method/Test Required**	**How Often?**	**Records Required**	**Responsibility**	**Initial on completion**
8.0 Post-Construction							
Supervisor to provide an update regarding site completion per shift		QMP	email	Per site	Email	Site Supervisor/site engineer	
Linemarking and RRPM Reinstated *Matches previous linemarking - within 48 hours of sealing*	H	MOTSAM	Visual check	Per site	Job Sheet record & photograph	Site Engineer	
Post seal inspection completed: - Driveability of site acceptable - Quality of paved surface - Linemarking correctly reinstated, including cat's eyes? - All TTM signs removed - Site; stockpile and parking area left in tidy condition - Required service cover adjustments completed; covers to be flush to +10mm with surface - Environmental protection removed	I	Post seal inspection checksheet	Confirm document uploaded	Each site within 1 week of completion	Copy of post seal inspection	Site engineer/Supervisor	
As-Built records – structural patches	H	Site design report	Record as-built patch dimensions & RPs	Per site	Final site diagram from QA pack	Site engineer/QA	
Collect RAMM data	H	Comply with Waka Kotahi format	Correct data supplied	Per site	Job Sheet record + As-Builts + photographs	Renewals manager/Project Engineer	