

Client: Melbourne Airport

Contract No: CP14038-01

Prepared By: Jamal Khodr

Project: Taxiway Zulu

Reviewed By: Marco Poggenberg

Date:
Construction Process: Temporary Works - General

Approved By: Jordan Nicolaou

Date:
Specifications: Temporary Works Design Process Matrix

Structure / Component: Temporary Works

Lot No:

Lot Details:

Lot size/Quantity:

Date:

Item No.	Task/Activity Description	Inspection/Test					HP/ WP/ AP/ IP/ TP SCP	Responsibility Project Engineer Principal's Rep. Surveyor Foreman	Checked by:		
		Frequency	Acceptance Criteria	Reference Documents	Inspection/ Test Method	Record of conformity			Principal's Rep.	FH	Date
1.0	Temporary Works - Design Phase										
1.1	Review Temporary Works Design Process Matrix	Prior to commencing activity	Confirm extent of temporary works required by reviewing the Temporary Works Design Process Matrix.	Temporary Works Design Process Matrix	Verify	Drawings and drawing registers	HP*	Site Engineer/Project Engineer			
1.2	Submission of Risk Assessment for relevant Temporary Works	Prior to commencing activity	Confirm the level of risk assessment documentation required for temporary works	Temporary Works Design Process Matrix	Verify	Risk Assessment	HP*	Site Engineer/Project Engineer			
1.3	Submission of Temporary Works Brief for Temporary Works Designer	Prior to commencing activity	Completion of the temporary works design brief to highlight the scope and required design/deliverables for temporary works designer.	Temporary Works Design Process Matrix Drawings	Verify	Temporary Works Design Brief	HP*	Site Engineer/Project Engineer			
1.4	Submission of IFC Temporary Works Design Documentation	Prior to commencing activity	Submission of temporary works design documentation. Including but not limited to: <ul style="list-style-type: none">Construction methodologyPlans and detailsCalculationsGeotechnical reportsLift plansMaterial specificationsTesting (as required)Inspection criteria/plan	Temporary Works Design Documentation Drawings	Verify	Construction Methodology Plans and details Calculations Geotechnical report Lift plans Testing Sequence Drawings	HP*	Site Engineer/Project Engineer			

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1.5	Review Subcontractor WMS / ITC (if applicable)	Prior to commencing activity	Submission and review of subcontractor WMS / ITC and confirm alignment with temporary works design documentation	Temporary Works Design Documentation	Verify	ITC WMS	HP*	Site Engineer/Project Engineer			
1.6	Designer Certification check as Profession Engineer (NER / RPEV) – as required	Prior to commencing activity	Confirmation of Designers credentials on the National Engineering Register (NER) and/or Register of Professional Engineers Victoria (RPEV)	Temporary Works Design Process Matrix	Verify	NER RPEV	HP*	Site Engineer/Project Engineer			
1.7	Designer Validator Certification check as Profession Engineer (NER / RPEV)	Prior to commencing activity	Confirmation of Designer Validators credentials on the National Engineering Register (NER) and/or Register of Professional Engineers Victoria (RPEV)	Temporary Works Design Process Matrix	Verify	NER RPEV	HP*	Site Engineer/Project Engineer			
1.8	Update of relevant Safe Work Method Statement	Prior to commencing activity	Verification of updated SWMS demonstrating relevant safety controls / mitigations to eliminate hazards	Temporary Works Design Process Matrix	Verify	SWMS	HP*	Site Engineer/Project Engineer			
2.0	Construction / Site Implementation										
2.1	Check for correct documentation	Prior to commencing activity	Ensure that all employees and subcontractors are: - using the correct and complete set of drawings. - all drawings are the latest revision.	Approved Temporary Works Design Documentation	Verify	Drawings and drawing registers	HP*	Project Engineer			
2.2	Procurement of Temporary Works Material	Each Lot	Ensure all required materials are procured in accordance to approved shop drawing specifications / requirements.	Approved Temporary Works Design Shop Drawings	Verify	This ITP signed	WP	Site Engineer/Project Engineer			

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2.3	Certification of Compliance	Each Lot	Provide manufacturer's Certificate of Compliance against temporary works drawings.	Approved Temporary Works Design Shop Drawings	Verify	Supplier's Certificate of Compliance	HP*	Site Engineer/Project Engineer			
2.4	Implementation of all measures and controls	Prior to commencing activity	All necessary measures and controls being implemented, that is PSP, EMP, TMP, SWMS & WP.	PSP, EMP, TMP, JSEA, SWMS, WP	Visual Inspection	This ITP signed	WP	Site Engineer/Project Engineer			
2.5	Ground support check	Prior to commencing activity	Confirmation of ground conditions comply with the expected ground conditions as per geotechnical report / structural drawings.	Approved Temporary Works Design Documentation	Test Report	Inspection report Geotechnical report	HP*	Site Engineer/Project Engineer			
2.6	Survey Checks	Prior to commencing activity	Survey set out to be completed for all assets	Approved Temporary Works Design Shop Drawings	Verify	This ITP signed	HP*	Project Engineer / Surveyor			
2.7	Permit to Construct Temporary Works	Each Lot	Verification of work described has been inspected and approval is given to construct in accordance with the temporary works design, detailed construction methodology, inspection and test plans, and risk assessment.	Construction Methodology Sequence Drawings	Visual Inspection	Temporary works permit to construct, apply load and remove Subcontractors ITC	HP*	Temporary Works Coordinator Project Engineer			
2.8	Permit to Apply Load to Temporary Works	Each Lot	Verification the temporary works described have been constructed in accordance with the temporary works design, detailed construction methodology, inspection and test plans, risk assessment and all required checks carried out.	Construction Methodology Sequence Drawings	Visual Inspection	Temporary works permit to construct, apply load and remove Subcontractors ITC	HP*	Temporary Works Coordinator Project Engineer			

	Inspection and Test Plan - Control and Supervision of the Works	Doc ID: FH-ZU2-QU-ITP052 REV: A
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			<u>Any minor non-conformances between construction and design are to be noted.</u>								
2.9	Routine Inspections (time, weather event, etc.) where applicable	Each Lot	Evidence that routine inspections as defined by the temporary work are undertaken (where applicable).	Approved Temporary Works Design Documentation	Visual Inspection	Inspection Report Subcontractors ITC	IP	Temporary Works Coordinator Project Engineer			
2.10	Permit to Remove Temporary Works	Each Lot	All necessary checks have been completed and the temporary works described may be removed in accordance with the detailed construction methodology, risk assessment and inspection and test plans.	Construction Methodology Sequence Drawings	Visual Inspection	Subcontractors ITC	HP*	Temporary Works Coordinator Project Engineer			
2.11	Demobilisation and tidy	Each Lot	Ensure no remaining material is left behind and housekeeping completed.	N/A	Visual Inspection	Site Inspection	WP	Site Engineer/Project Engineer			

Final Inspection The signature below verifies that this ITP has been completed in accordance with the Fulton Hogan'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 Principal's Representative	IP	Inspection point	Formal Inspection to be done and recorded
HP*	Fulton Hogan Hold Point	Work shall not proceed past the HP* until released by Fulton Hogan	TP	Test Point	Product compliance test to be undertaken and recorded/reported
WP	Witness Point	An inspection which must be witnessed by the Principal's Representative	SCP	Survey conformance point	A qualified surveyor to check product/section/structure and report
AP	Approval Point	Written or verbal approval given by the Principal's Representative			

Notes	
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