



## Installation of Incline Ceiling Framing, Veneer battens, Autex insulation, perimeter pelmets.

<b>Date:</b> 20/11/2024		<b>Control Categories</b>	
<b>Project Name:</b> NFH	NFH	H = Inspection Hold Point	GM =General Manager
<b>Scope:</b>	Hospital St Feature ceiling	W = Witness Point	FM = Foreman
<b>Client:</b>	Multiplex Construction	S = Surveillance Point	PM = Project Manager
<b>Location:</b>	Ground Level	R = Review Document	QA = Quality Assurance
<b>ITP prepared by:</b>	Luke Lawry		
<b>Position:</b>	Project Manager		
<b>Signature:</b>			

No:	Activity:	Acceptance Criteria:	Documentation:	CONTROL POINT		LL AUTHORISED PERSON
				LL	Multiplex	
1.	Quality Assurance – Standards and Procedures	Submission for approval by the Primary Contractor (Client) Multiplex –  Systems align with scope of works and contractual obligations -	LL installations Quality Assurance Plan and ITP's – Contract	QA SIGN	R SIGN	PM SIGN
				DATE	DATE	DATE

2.	Issue Shop Drawings for Approval –	Review project documentation and specifications – Review Architects comments and revise until accepted. Engineering Computations where required -	Shop Drawings LL- NFH -001 to 004. Approved MODEL	<b>QA</b>	<b>R</b>	<b>PM</b>
				<b>SIGN</b>	<b>SIGN</b>	<b>SIGN</b>
				<b>DATE</b>	<b>DATE</b>	<b>DATE</b>
3.	Issue Shop Drawings for Construction-	Drawings have been reviewed by Architect, Multiplex and have been accepted – this may be in the form of approved with comments – Drawings are then updated and issued for construction-	IFC Shop Drawing – LL Installation Tracking Sheet – LL installation Shop Drawing Register –	<b>QA</b>	<b>R</b>	<b>PM</b>
				<b>SIGN</b>	<b>SIGN</b>	<b>SIGN</b>
				<b>DATE</b>	<b>DATE</b>	<b>DATE</b>

4.	Procure Materials	<p>Samples are submitted to Multiplex and architect along with Tech Data – these need to be formally signed off by Multiplex prior to ordering any material – These materials need to be in accordance</p> <p>AS 1170.0-2002 AS 1170.1-2002 AS 1170.2-2011 AS 1170.4-2007 AS 4600 - 2005 AS 4100 -2020 NCC 2019 Volume 1 Building Regulations 2018</p> <p>relative to their location and purpose. LL Installations to inspect supplier dockets to ensure to the use of the correct</p>	<p>Sample Submission Register – Formal approval Advice – Shop Drawings – Project Specifications – Purchase Order – Supplier Receipts &amp; Sales Dockets – Warranties – Tech Data Sheets- Group Rating –</p>	<b>QA</b>	<b>R</b>	<b>PM</b>
				<b>SIGN</b>	<b>SIGN</b>	<b>SIGN</b>
				<b>DATE</b>	<b>DATE</b>	<b>DATE</b>

		material prior to manufacture and installation				
5.	Set Fabrication sequence and Priority	Project Communications – Through collaboration and communication with Multiplex a program of works will be set, this will be formalised through the project communication platform Aconex-	Multiplex Project Program - Aconex Emails- LL Installation Tracking Sheet – LL installations Shop Drawing Register -	<b>QA</b>	<b>R</b>	<b>PM</b>
				<b>SIGN</b>	<b>SIGN</b>	<b>SIGN</b>
				<b>DATE</b>	<b>DATE</b>	<b>DATE</b>
			Relevant Trade ITP's –	<b>QA</b>	<b>H</b>	<b>PM</b>



# LL INSTALLATIONS

6.	Installation Of Acoustic Insulation-	Check surrounding area for safe working environment – to operate plant and perform the task – Multiplex has received partition contractors ITP's and checked that wall framing complete and acceptable and in line with AS 4600 – Multiplex has also received all service trades ITP's – The Ceiling framing is complete and fit for purpose and all preceding trades have completed their work including all acoustic requirements – the area is ready for the next sequential step and the area has been handover to LL installations by Multiplex –	Formal advice from the builder to proceed via Aconex-SWMS- Site Rules – As per Multiplex direction -	SIGN  DATE	SIGN  DATE	SIGN  DATE
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7.	Set out of Battens	<p>Conforms with project documentation and approved shop drawings –</p> <p>Battens are set out to correct RL's and dimensions from grid –</p> <p>All measuring instruments have been calibrated and a certificate of calibration has been forwarded to Multiplex -</p>	<p>IFC architectural drawings –</p> <p>Approved shop drawings –</p> <p>SWMS and Safety Documentation –</p> <p>Measuring Instrument Calibration Certification–</p>	<b>QA</b>	<b>W</b>	<b>PM</b>
				<b>SIGN</b>	<b>SIGN</b>	<b>SIGN</b>
8.	Installation of Battens -	<p>Battens are installed as per approved shop drawings and project documentation, to the correct RL and dimensions off grid –</p> <p>Battens are plumb, level, square and in alignment –</p> <p>Battens are free of defects and are fit for purpose – Materials are correct to what has been specified -</p> <p>Multiplex has reviewed work and deems it acceptable –</p>	<p>IFC architectural drawings –</p> <p>Approved shop drawings –</p> <p>SWMS and Safety Documentation –</p> <p>Project Specifications –</p> <p>Material Certificates –</p> <p>Delivery Dockets-</p>	<b>DATE</b>	<b>DATE</b>	<b>DATE</b>
				<b>SIGN</b>	<b>SIGN</b>	<b>SIGN</b>

9.	Defect Rectification -	Multiplex formal sign off -  Acceptance of works as completed -By Multiplex and Client -	IFC architectural drawings – Approved shop drawings – SWMS and Safety Documentation – Multiplex Enablon – O&M Manuals - Warranties- Reg 126 – where required – Engineer Certification – Where required -	<b>H</b>	<b>H</b>	<b>PM</b>
				<b>SIGN</b>	<b>SIGN</b>	<b>SIGN</b>
10.				<b>DATE</b>	<b>DATE</b>	<b>DATE</b>
				<b>QA</b>	<b>R</b>	<b>GM</b>
				<b>SIGN</b>	<b>SIGN</b>	<b>SIGN</b>
				<b>DATE</b>	<b>DATE</b>	<b>DATE</b>



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