INSPECTION TEST PLAN AND CHECKLIST			
Client:	Richard Crookes Construction Pty Ltd	**Work area:**	**Checklist Number:**
Job Number:	46694V2		46694V2
Contract/Project Name:	Cambridge Street Epping Variation		
Installer:			

Ref	Operation or stage of work		Stage/ Frequency	Records	Requirement/ Standard/ Specification	Acceptance Criteria	Inspection/ Test Procedure	Inspection *what/who		
	Description	Characteristics						Installer	Install Supervisor	Client
***W = Witness Point; H = Hold Point; H(A) = Inspection/Test by Authority; U(C) = Inspection/Test by Consultant; S = Surveillance or monitoring; X = Self inspection by performer of work.**										
1	Tender and Testing conformance	Review specifications and performance standard requirements for project	Pre-contract signing	Checklist	Confirm product is tested and designed to required project performance, international or national standards detailed in specifications at time of tender.	Tested to specification requirements ITP Checklist is relevant to product required			H	
2	Preliminary activities (requiring Principal's notification)	Notification provided of any changes in design or structures that effect products to be used	Before ordering products and beginning installation	Checklist	Specification, drawings remain unchanged since tender was accepted and contract signed or new plans and specifications are issued and reviewed, changes are accepted by client	Reviewed and changes do not alter quantities and types of products to be installed	Submit details of changes to client and agree to changes in scope or products to be used		H	S
3	Preliminary activities (requiring Contractor's acceptance)	Approvals required obtained or safety documentation is supplied and induction requirements outlined	Before ordering products and beginning installation	Checklist	variations requested if required, SWMS sent for review and inductions organised.	Change of design or quantities is agreed to and variations issued is SWMS and Induction accepted and conducted	Documents sent and acceptance confirmed with Client		H	W
4	pre installation site investigation/measure up completed confirmed.	Progress of work and condition of the structure is confirmed, visual inspection where required is completed for compatibility and suitability	Before installation	Checklist	structures match and conditions on site are suitable for installation to begin	Structural and physical characteristics match	Job pack issued to Installer with relevant ITP Checklist included		H	S

Work	Items/activities to be verified	Reference	Initialled/OK	Comments
Pre-Start/ Installation	Plans and specifications have been reviewed and are current. Existing ITP checklists are suitable for project. Contract is signed			
	SWMS and any other documents have been provided, reviewed and accepted by the client			
	Variations outlined and agreed, no changes or additions are required, job pack and ITP are included to project file.			
	Site inspected or reviewed, structural match confirmed with materials ordered, instation surface condition is undamaged and installation ready			

I have carried out all necessary inspections and verify that the above items/activities conform to the contract specification/documents	**Name:**	
	Signature:	
	Date:	

INSPECTION AND TEST PLAN & CHECKLIST for: Installation of RIS Anchor Points SA711 thru SA723 *(To be completed by the person(s) directly responsible for the work and the installer)*			
Client:	Richard Crookes Construction Pty Ltd	**Work area:**	**Checklist Number:**
Job Number:	46694V2	LEVEL 5 - MAIN BUILDING	46694V201
Contract/Project Name:	Cambridge Street Epping Variation		
Installer:			

INSPECTION TEST PLAN

Ref	Operation or stage of work		Stage/ Frequency	Records	Requirement/ Standard/ Specification	Acceptance Criteria	Inspection/ Test Procedure	Inspection *what/who		
	Description	Characteristics						Installer	Install Supervisor	Client
***W = Witness Point; H = Hold Point; H(A) = Inspection/Test by Authority; U(C) = Inspection/Test by Consultant; S = Surveillance or monitoring; X = Self inspection by performer of work.**										
	Access point location (s)	AS5532 7.3 (h) AS1891.4 3.2.2	Prestart installation work	Checklist	Standard/Specification	Visual	Measurement	X	S	S
	Position and orientation of anchor point to roof/structure	AS5532 6.3.1.3 (v) AS1891.4 - 3.1.2 (g) Single point anchorages suitable for direct connection of personal fall-arrest	On Installation	Checklist	Standard/Specification	Visual	Measurement	X	S	S
	Additional Pendulum fixing points to roof/wall/structure to allow safe transition and access	AS1891.4 Table 2.1 restraint technique AS4488 5.3 a	On Installation	Checklist	Standard/Specification	Visual	Measurement	X	S	S
	Load Testing	AS1891.4 - 3.1.2 (g) Single point anchorages suitable for direct connection of personal fall-arrest AS5532 7.3 (f)	On Installation	Checklist	Standard/Specification	Load Test	Measurement	X	S	S
	Product marking and signage	AS5532 7.2.3 a, b & c	On Installation	Checklist	Standard/Specification	Visual	Measurement	X	S	S
	Instructions for general use	AS5532 7.1 a, b, c, d, e, f & g	On Completion	Checklist	Standard/Specification	Visual	Completion Handover		H	H

CHECKLIST

Work	Items/activities to be verified	Reference	Initialled/OK	Comments
Installation (Refer to Installation Instructions)	Access point location(s)	Systems can be accessed safely by trained persons without the risk of an uncontrolled fall		
	Position and orientation of anchor point to roof	Eye of anchor to run 90 degrees to the primary work area. Glued-in anchorages shall be placed so that the shear load and the pull angle must not exceed 20° to the surface in which the bolt is installed. Minimum edge distance = 200mm Minimum spacing = 300mm Minimum concrete thickness = 150mm		

SA711 - SA713 Chemical anchor fitting per anchor/bolt SA721- SA723 Chemical anchor fitting per anchor/bolt	Drill diameter = 30mm Drill diameter = 40mm Minimum depth of hole: 90mm (complete the hole that you start to the correct depth and the hole is cleaned appropriately) Clean drilled out hole, Hilti Chemical Set Product Code HIT200-R		**Confirm what size hole was drilled:**
Anchor points to roof to prevent lateral swing fall are installed or mitigation agreed	The distance to the next anchor is less than the length to the closest edge, unless mitigated by other means		
Load Test each anchor with calibrated pull tester. Last calibration date must not exceed 12 months	15kN tested to 7.5kN. Test the anchor once the chem-set has cured fully.		
Water proofing	Anchor sealed and inspected for water tight fit		
Anchor at entry point with a stainless steel Strop	Anchor strop must be positioned to enable user to reach and connect to. Strop is marked and rated to 15kN. Mallion/Quicklink connection to roof anchor point is secured and mechanically tightened or chemically set with loctite.		**Not applicable as anchor is not within the Fall Zone.** ☐ Tick if is not applicable
Site clean up and picture evidence if handover is not possible	Site has been cleared of swarf or other debris installation inspection completed and witnessed by the customers representative. Where a client cannot sign for handover, clear high resolution pictures have been taken of each anchor point.		
Anchor systems installation completion action	Anchor fit for use sticker/tag filled in and attached to the anchor point, mark with confirmed rating. Entry point signage updated and installed.		

I have carried out all necessary inspections and verify that the above items/activities conform to the contract specification/documents	**Name:**	
	Signature:	
	Date:	

Project Completion	Handover operating and systems documentation issued		
I have carried out all necessary inspections and verify that the above items/activities conform to the contract specification/documents		**Name:**	
		Signature:	
		Date:	

INSPECTION AND TEST PLAN & CHECKLIST for: Installation of RIS Single Sided Handrail only *(To be completed by the person(s) directly responsible for the work and the installer)*			
Client:	Richard Crookes Construction Pty Ltd	**Work area:**	**Checklist Number:**
Job Number:	46694V2	LEVEL 5 - SCHOOL	46694V201
Contract/Project Name:	Cambridge Street Epping Variation		
Installer:			

INSPECTION TEST PLAN

Ref	Operation or stage of work		Stage/ Frequency	Records	Requirement/ Standard/ Specification	Acceptance Criteria	Inspection/ Test Procedure	Inspection *what/who		
	Description	Characteristics						Installer	Install Supervisor	Client
***W = Witness Point; H = Hold Point; H(A) = Inspection/Test by Authority; U(C) = Inspection/Test by Consultant; S = Surveillance or monitoring; X = Self inspection by performer of work.**										
	Access point location(s)	AS1657 J2.2, 5.4.1 & G5	Prestart installation work	Checklist	Standard/Specification	Visual	Measurement	X	S	S
	Labelling of Installation	AS1657 8.2 Labelling of Installation	On Installation	Checklist	Standard/Specification	Visual	Measurement	X	S	S
	Material	AS/NZS 1664.1 & AS/NZS 1664.2	On Installation	Checklist	Standard/Specification	Visual	Measurement	X	S	S
	Headroom	AS1657 3.1.5	On Installation	Checklist	Standard/Specification	Visual	Measurement	X	S	S
	Safety below access areas	AS1657 4.5 & 4.6	On Installation	Checklist	Standard/Specification	Visual	Measurement	X	S	S
	Provision of a barrier	AS1657 5.4.1	On Installation	Checklist	Standard/Specification	Visual	Measurement	X	S	S
	Stability and structural capacity	AS1657 6.1.1	On Installation	Checklist	Standard/Specification	Visual	Measurement	X	S	S
	Finished surfaces, height and hand clearance	AS1657 5.6.1, 5.6.2 & 5.6.3	On installation	Checklist	Standard/Specification	Visual	Measurement	X	S	S
	Documentation to be supplied	AS1657 8.3	On completion	Checklist	Standard/Specification	Visual	Visual		H	S

CHECKLIST

Work	Items/activities to be verified	Reference	Initialled/OK	Comments
Installation (Refer to Installation Instructions)	Access point location(s)	Systems can be accessed safely by trained persons without the risk of an uncontrolled fall		
	Material	All materials installed are from tested and pre-fabricated RIS Stock		
	Obstructions and headroom	Pathways allow 2m of clearance in proximity to the handrail systems installed		
	Safety below access areas	Kickboards installed to areas that require dropped object protections. Gaps between kickboard and standing surface do not exceed 10mm.		
	Provision of guard railing	Guard railing extends to the agreed zones and provides effective fall prevention		
	Structural stability and fixing metal roof mounted systems	Roof materials minimum .42 BMT, 1 Handrail post, 1 Post Brace, Base Support Channel, 12x 4.8mm SS Rivets, 2 x 6mm Aluminimum Rivet, 2 x EPDM Rubber Washer. Maximum corner post spacing 500mm. Maximum span between posts 1500mm		

Structural stability and fixings concrete/steel systems	1 Handrail post, 1 base spigot, 8x 4.8mm SS Rivets, Maximum corner post spacing 500mm. Maximum span between posts 1500mm Mechanical Fixings: 2 x HSA R M12 x 100 20/5, drill bit for 12mm thread = 12mm hole x 2, torque wrench tensioned **EXACTLY** 50Nm Chemical Fixings: 2 x Stainless M12 with minimum 110mm embedment, Drill bit for 12mm thread = 2 x14mm hole, Hilti Chemical Set product code HIT 200 R, Nut is torque wrench tensioned to **EXACTLY** 40Nm Steel Fixings: 2 x M12 stainless steel bolts with nyloc nuts and washers, Drill bit for 12mm thread = 2 x 13mm hole, torque wrench tensioned to 80Nm Minimum edge distance to fixing steel: 25mm		**Nominate the fixing method that you have used on site:**
Structural stability and fixing for handrails, midrail, corners, end caps and kickboard	Joins in Hand and Mid Rails, End caps, Kickboards and Corners have 2 x 4.8mm SS Rivets per side. Closure bends have 6 x 4.8mm SS Rivets per bend. Handrail bracing is installed at every corner, every 15m for straight runs, at the start and end of each system.		
Finished surfaces, height and hand clearance	Handrail finished surfaces are free from sharp edges, burs and other conditions. Hand clearance between handrails and other adjacent structures is not less than 50mm.		
Site clean up and picture evidence if handover is not possible	Site has been cleared of swarf or other debris installation inspection completed and witnessed by the customers representative. Where a client cannot sign for handover, clear high resolution pictures have been taken of the installed product.		
Systems installation completion action	Fit for use sticker/tag filled in and attached to the handrail, mark with confirmed rating. Entry point signage updated and installed.		

I have carried out all necessary inspections and verify that the above items/activities conform to the contract specification/documents	**Name:**	
	Signature:	
	Date:	

Project Completion	Handover operating and systems documentation issued			
I have carried out all necessary inspections and verify that the above items/activities conform to the contract specification/documents			**Name:**	
			Signature:	
			Date:	

INSPECTION AND TEST PLAN & CHECKLIST for: Installation of RIS Davit Arms *(To be completed by the person(s) directly responsible for the work and the installer)*			
Client:	Richard Crookes Construction Pty Ltd	**Work area:**	**Checklist Number:**
Job Number:	46694V2	LEVEL 28 - MAIN BUILDING	46694V201
Contract/Project Name:	Cambridge Street Epping Variation		
Installer:			

INSPECTION TEST PLAN										
Ref	**Operation or stage of work**		**Stage/ Frequency**	**Records**	**Requirement/ Standard/ Specification**	**Acceptance Criteria**	**Inspection/ Test Procedure**	**Inspection *what/who**		
	Description	**Characteristics**						**Installer**	**Install Supervisor**	**Client**
***W = Witness Point; H = Hold Point; H(A) = Inspection/Test by Authority; U(C) = Inspection/Test by Consultant; S = Surveillance or monitoring; X = Self inspection by performer of work.**										
	Access point location(s)	AS5532 7.3 (h) AS1891.4 3.2.2	Prestart installation work	Checklist	Manufacturer recommendation	Visual	Measurement		S	S
	Position and orientation of anchor point to roof/structure	AS5532 6.3.1.3 (v)	On Installation	Checklist	Installation Instruction followed	Visual	Measurement	H	S	S
	Additional pendulum fixing points to roof/wall/structure to allow safe transition and access	AS1891.4 Table 2.1 restraint technique AS4488 5.3 a	On Installation	Checklist	Installation Instruction followed	Visual	Measurement	H	S	S
	Load testing	AS1891.4 - 3.1.2 (g) Single point anchorages suitable for direct connection of personal fall-arrest AS5532 7.3 (f)	On Installation	Checklist	Installation Instruction followed	Visual	Measurement	H	S	S
	Prevention of corrosion	AS5532 5.1	On Installation	Checklist	Installation Instruction followed	Visual	Measurement	H	S	S
	Product marking and signage	AS5532 7.2.3 a, b & c	On installation	Checklist	Installation Instruction followed	Visual	Measurement	H	S	S

CHECKLIST				
Work	**Items/activities to be verified**	**Reference**	**Initialled/OK**	**Comments**
Installation (Refer to Installation Instructions)	Access point location(s)	Systems can be accessed safely by trained persons without the risk of an uncontrolled fall.		
	Floor or Wall Base: Mechanical anchor fitting per HSA anchor/bolt	Drill bit for 16mm thread = 16mm (complete the hole that you start to the correct depth and the hole is cleaned appropriately) Torque wrench tensioned to 100Nm Minimum edge distance: 250mm Minimum of 4 x M16 fixings Minimum of 3 bolt threads above the nut:		**Nominate the fixing method used**
	Floor or Wall Base: Chemical anchor fitting per anchor/bolt	Drill bit for 16mm thread = 18mm (complete the hole that you start to the correct depth and the hole is cleaned appropriately) Clean drilled out hole, Hilti Chemical Set Product Code HIT500 -R Minimum edge distance: 250mm Minimum of 4 x M16 fixings Minimum of 3 bolt threads above the nut:		
	Concealed Base retro fit:	Core diameter 100mm hole, a minimum of 200mm deep and use 1 x 300ml tube of Hilti Hit 500 chem set. Core hole to be a minimum of 500mm from slab edge.		

	Concealed Base cast in:	If using the aluminium design base, any exposed aluminium is covered with suitable material separator prior to concrete pour and the base is positioned 500mm from slab edge and secured into position prior to concrete pour. The stainless steel concealed base does not require material seperation.		
	Position and orientation of primary and secondary anchor point to structure Load Test each anchor/bolt with calibrated pull tester, last calibration date must not exceed 12 months	Eye of anchor to run 90 degrees to the primary work area. Friction and glued-in anchorages shall be placed so that the shear load and the pull angle must not exceed 20° to the surface in which the bolt is installed. Minimum measured distance between the centre of the anchor and a edge of a structure is 200mm. Minimum spacing between anchors is 300mm. Primary and Secondary anchors 50% proof tested to 7.5kN		
	Anchor points to structure to prevent lateral swing fall are installed or mitigation agreed	The distance to the next anchor is less than the length to the closest edge, unless mitigated by other means.		
	Floor Mount and Wall Mount Davit base load Test each anchor/bolt with calibrated pull tester, last calibration date must not exceed 12 months. Concealed Base testing not required.	Each individual friction or glued in bolt is tested to 50% of the required design load:		
		21kN tested to 10.5kN		
	Water proofing	Sealed and inspected for water tight fit.		
	Corrosion prevention	Dissimilar metals are separated by EPDM barrier or sealant.		
	Site clean up and picture evidence if handover is not possible	Site has been cleared of swarf or other debris installation inspection completed and witnessed by the customers representative. Where a client cannot sign for handover, clear high resolution pictures have been taken of the installed product.		
	Systems Installation completion action	Anchor fit for use sticker/tag filled in and attached to the anchor point, mark with confirmed rating. Entry point signage updated and installed		

I have carried out all necessary inspections and verify that the above items/activities conform to the contract specification/documents	**Name:**	
	Signature:	
	Date:	

Project Completion	Handover operating and systems documentation issued			
I have carried out all necessary inspections and verify that the above items/activities conform to the contract specification/documents			**Name:**	
			Signature:	
			Date:	

I have carried out all necessary inspections and verify that the above work for this work area has been completed and conforms to the contract specification/documents	**Name:**	
	Signature:	
	Date:	