

Hayden Brett
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Subcontractor (if applicable)

ITP Details:

Client	Construction Process	Contract Number:	Specifications	Structure / Component	Prepared By	Approved By
Regional Roads Victoria	General Concrete Paving		Vicroads Specification Section 173, 175, 204, 205, 210, 290, 304, 702 and 720, VR Code of Practice 500.2	Footpaths and other surfacing		

Project Location

Lot Number

Lot Details

Lot size/Qty

Date Start: - End: -

Legend:

HP	Hold Point	Work shall not proceed past the HP until released by the Superintendent	IP	Inspection point	Formal Inspection to be done and recorded
IHP	SWA Internal Hold Point	Work shall not proceed past the IHP until released by SWA	TP	Test Point	Product compliance test to be undertaken and recorded/reported

WP	Witness Point	An inspection which must be witnessed by the Superintendent	SCP	Survey conformance point	A qualified surveyor to check product/section/structure and report
AP	Approval Point	Written or verbal approval given by the Superintendent			

1. Preliminary Works

Task/Activity Description	Acceptance Criteria	Reference Documents	Method & Record of conformity	Responsibility	Signature 1	Reports	Pictures	Comments
1.1 Check for correct documentation Frequency Prior to commencing any activity	Ensure that all employees and subcontractors are: -using the correct and complete set of drawings -all drawings are the latest revision	IFC Drawings	Method: Visual Inspection Record: Signed ITP	IHP SWA Project Manager				

Task/Activity Description	Acceptance Criteria	Reference Documents	Method & Record of conformity	Responsibility	Signature 1	Reports	Pictures	Comments
1.2 Implementation of all measures and controls Frequency Prior to commencing any activity	All necessary measures and controls are being implemented, that is: EMP, TMP & SWMS.	EMP, TMP & SWMS	Method: Visual Inspection Record: Signed ITP	IHP SWA Project Manager				

2. Construction works

Task/Activity Description	Acceptance Criteria	Reference Documents	Inspection method & Record of conformity	Responsibility	Signature 1	Reports	Photos	Comments
2.1 Survey Set-Out Frequency: Prior to commencement of excavation.	Area has been set out in accordance with the drawings	Work Procedure	Method: Verify Record: Signed ITP	IP SWA Project Manager				

Task/Activity Description	Acceptance Criteria	Reference Documents	Inspection method & Record of conformity	Responsibility	Signature 1	Reports	Photos	Comments
2.2 Excavation Permit Frequency: Each Lot	An excavation permit or DBYD must be issued prior to any excavation commencing. Plant and equipment shall be appropriate for the task. Excavation operations shall not disturb areas outside the limit of excavation	Excavation Permit	Method: Verify Record: Signed ITP	IHP SWA Project Manager IP SWA SEQ Adviser				
2.3 Formwork Frequency: Each Lot	Formwork shall comply with the requirements of AS 3610	AS 3610	Method: Site Inspection Record: Signed ITP	IP SWA Project Manager				
2.4 Reinforcement Frequency: Each Lot	Steel reinforcement shall comply with the requirements of AS/NZS 4671 Minimum cover of 50mm	AS/NZS 4671	Method: Visual Inspection Record: Signed ITP	IP SWA Project Manager				

Task/Activity Description	Acceptance Criteria	Reference Documents	Inspection method & Record of conformity	Responsibility	Signature 1	Reports	Photos	Comments
2.5 Temporary Drainage Provisions Frequency: Prior to commencing	If obstructing waterways, culverts or channels, temporary diversion of discharge of drainage and stormwater to be in place. Obtain written approval from relevant waterway authority.	VcRoads Std Specs 703.15	Method: Visual Inspection Record: Signed ITP	IHP SWA Project Manager				
2.6 : Bedding Frequency : Each lot as required	<ul style="list-style-type: none"> · Crushed rock bedding material as per drawings · Bedding trimmed, moistened, and compacted as necessary · Bedding compacted thickness: Footpaths and other surfacing $\geq 50\text{mm}$ 	VcRoads Std Specs 703.18 IFC Drawings	Method: Site Inspection/ Document Review Record: Signed ITP	IHP SWA Project Manager AP RRV Superintendent				

Task/Activity Description	Acceptance Criteria	Reference Documents	Inspection method & Record of conformity	Responsibility	Signature 1	Reports	Photos	Comments
2.7 : Concrete Placement Frequency : Each lot as required	<ul style="list-style-type: none"> Concrete strength as per drawing specification Comply with requirements of AS1379 Aggregates to comply with Table 703.051 Extrusion machines cement content \geq 320kg/m³ Surface pitting < 5mm diameter Concrete to be satisfactorily compacted. Profile transitions between 10-20mm per metre. 	VicRoads Std Specs 703.04(b) VicRoads Std Specs 703.20 VicRoads Std Specs 703.21 IFC Drawings AS 1379	Method: Visual Inspection Record: Signed ITP & Test Reports	IHP SWA Project Manager AP RRV Superintendent TP External testing Company representative				
2.8: Finish Surfaces Frequency : Each lot as required	<ul style="list-style-type: none"> Footpaths and other Surfacing: Wooden float finish 	VcRoads Std Specs 703.22	Method: Visual Inspection Record: Signed ITP & Test Reports	IHP SWA Project Manager AP RRV Superintendent				

Task/Activity Description	Acceptance Criteria	Reference Documents	Inspection method & Record of conformity	Responsibility	Signature 1	Reports	Photos	Comments
2.9: Tolerances Frequency : Each lot as required	<ul style="list-style-type: none"> · Match existing surfaces $\pm 5\text{mm}$ · Section dimensions: <ul style="list-style-type: none"> o Within 5mm and 15mm for width; and o Within $\pm 3\text{mm}$ for dimensions less than 25mm. · Concrete footpath: <ul style="list-style-type: none"> o 150mm thick o SL72 reinforcement · Concrete Surfacing: <ul style="list-style-type: none"> o Type 1 100mm o Type 2 150mm 	VicRoads Std Specs 703.13 IFC Drawings	Method: Visual Inspection Record: Signed ITP	IHP SWA Project Manager				
2.10: Joints Frequency : Each lot as required	<ul style="list-style-type: none"> · Footpaths and other surfacing: <ul style="list-style-type: none"> o Expansion joints at 12.5m regular intervals o Control joints at 2.5m regular intervals o 20mm deep and 5mm wide Prevent bonding between edging and surfacing. Either paint back of edging with bitumen or use a strip of bituminous felt material. 	VicRoads Std Specs 703.23	Method: Visual Inspection Record: Signed ITP	IHP SWA Project Manager				

Task/Activity Description	Acceptance Criteria	Reference Documents	Inspection method & Record of conformity	Responsibility	Signature 1	Reports	Photos	Comments
2.11: Backfilling Frequency : Each lot as required	<ul style="list-style-type: none"> · Topsoil compacted in layers < 150mm · Width ≥ 300mm behind edging to top of edging · Topsoil placed after 3 days of concrete placement 	VicRoads Std Specs 703.26	Method: Visual Inspection Record: Signed ITP	IHP SWA Project Manager				

Final Notes
Photo and video
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.

Project Team signature

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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.

Client Signature

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