| **Trade/Supply Item:** | | **Carpet** | **Contractor:** |  | | **Location of Works/ Dwg Ref:** | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Reviewed by RCC  Project Manager:  Date: | | | Accepted by Subcontractor: Carpet Cutters Commercial Pty Ltd  Date: | | | Inspections & Verification | | | | | |  |
| **WORK ACTIVITY/ SEQUENCE** | **REFERENCE / Location**  (Aust. Standard No., Contract Clause, Dwg No, Manufacturers Recommendations, BCA, DA etc) | | **ACCEPTANCE CRITERIA**  (Specific requirements of Aust. Standard, Contract Clauses, Specifications, Drawings, Manufacturers Recommendations BCA, DA etc) | | | **RCC** | **Date** | **Carpet Cutters** | **Date** | **Client / Consult** | **Comments / Records**  Record changes required to meet specification eg variation #, RFI #, alternative (material, process etc) used, sample approved on (date), NCR #., test reports, survey data, written approvals (letter reference) | |
| RISK ASSESMENT/SWMS/INDUCTION |  | | Safe Work Method Statement complies with WorkCover regulations and NSW Govt OHS&R guidelines. Work Health & Safety Act 2011 & Safety Regulation 2017 Submitted at least 14 days prior to affected work commencing. | | |  |  |  |  |  |  | |
| WORKSHOP DRAWING |  | | Provide a floor covering plan / Shop drawing plan layout is approved by Client/Builder prior to install. | |  | |  |  |  |  |  | |
| INSPECTION NOTIFICATION |  | | Give three days notice for background prior to laying carpet | | |  |  |  |  |  |  | |
| Give three days notice for smooth edge and underlay ready for carpet | | |
| Give three days notice for each batch of carpet upon delivery to site | | |
| Give three days notice for completion of carpet prior to placing protection | | |
| FLOOR PREPARATION |  | | Dry and clean. | | |  |  |  |  |  |  | |
| Ardit areas which are low. Ensure areas are correctly fanned out to minimise noticeable ramp in levels adjusted. | | |  |  |  |  |  |  | |
| UNDERLAY |  | | Ensure that underlay is even, level, joints are flush and fixed according to manufacturer’s details | | |  |  |  |  |  |  | |
| UNDERLAY is Conventional Government Red. | | |  |  |  |  | |
| WORKMANSHIP |  | | Set out carpet to minimise joints | | |  |  |  |  |  |  | |
| Ensure that carpet in a single area comes from one manufacturing batch and dye lot | | |  |  |  |  | |
| Aluminium reducing strips to exposed edges | | |  |  |  |  | |
| GENERAL |  | | High traffic areas free of joins | | |  |  |  |  |  |  | |
| Anchor weld or equivalent adhesive | | |  |  |  |  | |
| Drill plug and screw edge strips | | |  |  |  |  | |
| Clearance under doorways 25 mm | | |  |  |  |  | |
| PROTECTION OF SURFACES |  | | Floor Protection installed prior to opening access to other trades | | |  |  |  |  |  |  | |
| FINAL INSPECTION |  | | Non-conformances all closed out | | |  |  |  |  |  |  | |
| WARRANTIES |  | | Warranties provided | | |  |  |  |  |  |  | |
| Submit 3 copies of maintenance manuals, including care and maintenance. | | |  |  |  |  |  |  | |
| WARRANTIES |  | | Submit 1% of carpet used as spare material, wrapped in protective plastic, stored off the ground. | | |  |  |  |  |  |  | |
|  | Nothing Follows | |  | | |  |  |  |  |  |  | |