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| **Scope:** Suspended Ceilings | **ITP Document No.:** 4 | **Revision No.** A | **Date of Revision:** 09/08/2022 |
| **Project Name:** Apartments of Tullamore – Building C | | **Organization Name:** MIRVAC | |
| **Project Address:** 57 Stables Circuit, Doncaster VIC3108 | | | | |
| **Prepared by** | | | | |
| **Name:** Austin Han | **Position:** Contract Administrator | **Signature:** | **Date:** |
| **Approved by** | | | | |
| **Name:** Greg Edwards | **Position:** Construction Manager | **Signature:** | **Date:** |

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| --- | --- |
| **Level:** | **Room No./Area:** |

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| W = Witness, HP = Hold Point, S = Surveillance, R = Review | | | | | | | | |
| **Item** | **Activity** | **Reference Documents** | **Acceptance Criteria** | **Frequency** | **Verification Records/Comments** | **Inspection By** | | |
| **Subcontractor** | **MIRVAC** | **Client** |
| 1 | Frame ceilings | Architectural Drawings A15 Series  A1851 | Reflected Ceiling plan and Ceiling type plan provided by Mirvac.  Studco installation guide.  Australian Standard AS/NZS 2785:2000 | Each unit | Visual  Checklist | S | S |  |
| 2 | Bulkhead framing | Architectural Drawings A15 Series  A1851 | Reflected Ceiling plan and Ceiling type plan provided by Mirvac.  Studco installation guide.  Australian Standard AS/NZS 2785:2000 | Each unit | Visual  Checklist | S | S |  |
| 3 | Trim out access panels | Architectural Drawings A15 Series  A1851 | Reflected Ceiling plan and Ceiling type plan provided by Mirvac.  Australian Standard - AS1530.4:2014 | Each unit | Visual  Checklist | S | S |  |
| 4 | Insulation to ceilings | Architectural Drawings A15 Series  A1851 | Reflected Ceiling plan and Ceiling type plan provided by Mirvac.  Ecowool insulation installation guide  Australian Standard: AS/NZS 4859:1 – 2018, AS/NZS 1530.3 : 1999, AS/NZS1530 Part 1: 1994 | Each unit | Visual  Checklist | S | S |  |
| 5 | Service Check for pre-installation of sheets | Service Sign-off checklist | All service checklists are signed off by relevant trades | Each unit | Visual  Checklist | S | HP |  |
| 6 | Sheets to ceiling | Architectural Drawings A15 Series  A1851 | Reflected Ceiling plan and Ceiling type plan provided by Mirvac.  Boral installation manual revision 2016  Australian Standard AS/NZS 2785:2000 | Each unit | Visual  Checklist | S | S |  |
| 7 | Stopping to ceilings | Architectural Drawings A15 Series  A1851 | Boral installation manual revision 2016.  Australian Standard AS/NZS 2785:2000 | Each unit | Visual  Checklist | S | S |  |
| 8 | Sanding to ceilings | Architectural Drawings A15 Series  A1851 | Boral installation manual revision 2016.  Australian Standard AS/NZS 2785:2000 | Each unit | Visual  Checklist | S | S |  |
| 9 | Fit access hatch frame | Architectural Drawings A15 Series  A1851 | Reflected Ceiling plan and Ceiling type plan provided by Mirvac.  Australian Standard - AS1530.4:2014 | Each unit | Visual  Checklist | S | S |  |
| 10 | Cut out for lights | Architectural Drawings A15 Series  A1851 | Reflected Ceiling plan and Ceiling type plan provided by Mirvac. | Each unit | Visual  Checklist | S | S |  |
| 11 | Clean up |  | Waste all cleaned. Tools and materials placed well. | Each unit | Visual  Checklist |  | R |  |
| 12 | Check ceilings for patching | Architect drawings | Reflected Ceiling plan and Ceiling type plan provided by Mirvac. | Each unit | Visual  Checklist | S | S |  |
| 13 | Materials Receipt Inspection | Refer to ITP No: 5 Incoming Goods |  |  |  |  |  |  |

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| Comments: | |
| Date of Inspection: | Carried out by: |

\*This document will be provided to evidence compliance to applicable works