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| --- | --- | --- | --- |
| Lot No: | Lot Details: | Lot size/Quantity: | Date: |

| **Item**  **No.** | **Task/Activity Description** | **Inspection/Test** | | | | | **HP/ WP/ AP/ IP/ TP/ SCP** | **Responsibility** | **Checked by:** | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Frequency** | **Acceptance Criteria** | **Reference Documents** | **Inspection/ Test Method** | **Record of conformity** | Project Engineer  Principal’s Rep.  Surveyor  Foreman | **Principal’s Rep.** | **FH** | **Date** |
| **1.0** | **Preliminary Activities – Permits, Documentation, Approvals, Survey Documentation** | | | | | | | | | | |
| 1.1 | Check for correct documentation | Prior to commencing activity | Ensure that all employees and subcontractors are: - using the correct and complete set of drawings. - all drawings are the latest revision. | Drawings / Aconex Register | Verify | Drawings and drawing registers | HP\* | Project Engineer |  |  |  |
| 1.2 | Implementation of all measures and controls | Prior to commencing activity | All necessary measures and controls being implemented, that is PSP, EMP, TMP, SWMS & WP. | PSP, EMP, TMP, JSEA, SWMS, WP | Visual inspection | This ITP signed | HP\* | Project Engineer |  |  |  |
| 1.3 | Survey Checks | Prior to commencing activity | Survey set out to be completed for all assets | Drawings | Verify | This ITP signed | HP\* | Project Engineer / Surveyor |  |  |  |
| 1.4 | Submission & approval of shop drawings | Prior to commencing activity | **HOLD POINT**  Submit shop drawings to the principal’s representative for approval prior to fabrication commencement. | ZULU-BECA-001-SPC-00005  Drawings  Shop drawings | Verify | Aconex Reference | **HP** | Project Engineer **/ Principals Representative** |  |  |  |
| 1.5 | Material Submissions | Prior to commencing activity | **HOLD POINT** Items to include but not limited to:   * Refer to materials register and list items | ZULU-BECA-001-SPC-00005  Drawings | Verify | Aconex Reference | **HP** | Project Engineer **/ Principals Representative** |  |  |  |
| 1.6 | Temporary Works | Prior to commencing activity | Submission and approval of the following documentation (not limited to):   * Certification of Lifting Points * Lift Plan * Certification of Ground Platform for lift * Lifting inserts | ZULU-BECA-001-SPC-00005  Drawings | Verify | Temporary Works  Geo Report | HP\* | Project Engineer |  |  |  |
| 1.8 | Certificates of Compliance | Each Lot | Provide Suppliers Certificate of Compliance and Spatial Certificate of Compliance for   * Split system/process cooler air conditioning units. * Control systems. | ZULU-BECA-001-SPC-00005  Drawings  C1900.6 | Verify | Supplier’s Certificate of Compliance  Spatial Certificate of Compliance (where required) | HP\* |  |  |  |  |
| **2.0** | **Construction** | | | | | | | | | | |
| 2.10 | Delivery of Materials to site | Each Lot | Inspection of materials whilst still loaded on the truck prior to accepting the delivery on site.  Identify any damage/defects prior to unloading of the material. | ZULU-BECA-001-SPC-00005  Drawings | Visual Inspection | This ITP Signed  Materials Inspection Checklist on Conqa | IP | Project Engineer / Site Engineer |  |  |  |
| 2.11 | Pipework installation – General and Refrigeration | Each Lot | Confirm the following items are constructed in accordance with IFC design and specification.   * Brass fittings * Mechanical joints/couplings * Bends/Branches * Sleeves * Drains * Escutcheons * Pipe Supports | ZULU-BECA-001-SPC-00005, C1910,  C1912,  Drawings,  AS 4041,  AS 1432 | Visual Inspection | This ITP Signed  Building Eng ITP | IP | Project Engineer / Site Engineer |  |  |  |
| 2.12 | Ductwork Installation | Each Lot | Confirm the following items are constructed in accordance with IFC design and specification.   * Ducts * Duct Sealing * Bends, tees, transitions, * Test holes for commissioning * Outdoor air intakes and exhausts * Duct and fan Intakes * Duct support and restraint * Access hatches * Balancing/motorised dampers * Smoke and fire dampers | ZULU-BECA-001-SPC-00005,  C1940  Drawings,  AS 4254 | Verify | This ITP Signed  Building Eng ITP | IP | Project Engineer / Site Engineer |  |  |  |
| 2.13 | Mechanical Components Installation | Each Lot | Confirm the following items are constructed in accordance with IFC design and specification.   * Split system air-conditioning/heat pump units * Grilles, diffusers, louvres * Fans * Filters * Insulation * Vibration Isolation | ZULU-BECA-001-SPC-00005  Drawings | Visual Inspection | This ITP Signed  Building Eng ITP | IP | Project Engineer / Site Engineer |  |  |  |
| 2.19 | Survey As Built | Prior to Covering Services | Survey to pick up services prior to covering | FH QMP | Verify | Survey | IP | Project Engineer/Surveyor |  |  |  |

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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.  **Print Name: Position: Signature: Date: / /** |

**Legend:**

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| **HP** | Hold Point | Work shall not proceed past the HP until released by the Principal’s Representative | **IP** | Inspection point | Formal Inspection to be done and recorded |
| **HP\*** | Fulton Hogan Hold Point | Work shall not proceed past the HP\* until released by Fulton Hogan | **TP** | Test Point | Product compliance test to be undertaken and recorded/reported |
| **WP** | Witness Point | An inspection which must be witnessed by the Principal’s Representative | **SCP** | Survey conformance point | A qualified surveyor to check product/section/structure and report |
| **AP** | Approval Point | Written or verbal approval given by the Principal’s Representative |  |  | |

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| **Notes** |  |  |  |  |