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| **Abbreviations** | | | | | | | |
| Third Party | TP | RSA Contractors | RSA | Nominated Project Personnel | NPP | Principle Contractor | PC |
| Surveyor | SUR | RPEQ | RPEQ | Supervisor | SUP | Inspect | INS |
| Test | TST | Project Engineer | PE | Witness Point | WP | Hold Point | HP |
| Visual | VIS | Check | CHK | Written | WRI | Monitor | M |
| Milestone | MST | Review | R |  |  |  |  |
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| **Inspection and Test Plan Details** | | | | | | | **Contractor** | | | **Client** | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Item** | **Inspection Activity** | **Work By** | **Standard / Spec** | **Criteria** | **Frequency** | **Record** | **Resp** | **Type** | **Signoff** | **Resp** | **Type** | **Signoff** |
| **CLEARING& GRUBBING** | | | | | | | | | | | | |
| 01 | Survey Set Out | Contractor | Technical Specification | The contractor shall be responsible for engaging a licensed surveyor of Australia approved by the Superintendent to set out all works in accordance with the design drawings prior to the commencement of the works | Prior to commencement | ITP Verification Checklist/Site Survey | RSA | WP |  | ACC | WP |  |
| 02 | Site Services | Contractor | Technical Specification | Contractor shall take reasonable steps to locate all existing service on the site. Where existing services are identified they shall be clearly marked for the duration of the works. | Prior to commencement | Site general layout drawing | RSA | HP |  | ACC | HP |  |
| 03 | Lot Identification | Contractor | Technical Specification | Location of works identified in accordance with the Project Technical Specifications. | 1/Lot | Attached Drawing | RSA | CHK |  | ACC | CHK |  |
| 04 | Clearing& Grubbing | Contractor | Technical Specification | Clearing shall be performed within the limits of the works indicated on the drawings.  Trees, shrubs, logs, debris, perishable material, organic matter, fallen trees, overhanging branches and surface obstructions shall be removed from the stripping area. | 1/Lot | ITP Verification Checklist | RSA | HP |  | ACC | HP |  |

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| **TOPSOIL STRIPPING** | | | | | | | | | | | | |
| 05 | Topsoil Stripping | Contractor | Technical Specification | Topsoil shall be stripped such that all organic rich soil and roots/rootlets has been removed from the foundation of the embankment and internal borrow areas  Topsoil shall be stripped to the depth(s) 200mm. Any areas with depth greater than 200mm should be notified to the superintendent. | Confirm with survey | ITP Verification Checklist/Site Survey | RSA | HP |  | ACC | HP |  |
| 06 | Stockpile of Materials | Contractor | Technical Specification | Stripped topsoil shall be stockpiled where directed by the Superintendent, for reuse.  Topsoil is to be placed in a loose, non-compacted state, to a maximum height of 3 metres | 1/lot | ITP Verification Checklist/ Lot Map | RSA | HP |  | ACC | HP |  |
| 07 | Survey after topsoil removal | Contractor | Technical Specification | As-constructed survey has been to be completed to record the surface levels on completion of topsoil stripping. | As required | ITP Verification Checklist/Lot Map | RSA | HP |  | ACC | HP |  |

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| **Contractor Construction**  **Manager:** |  |  |  |
| (Print Name) | (Signature) | (Date) |
| **Client Superintendent:** |  |  |  |
| (Print Name) | (Signature) | (Date) |

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| **Draft By:** | Madhu Achana | |  |  |  |
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