

SPARK – North East Link – Primary Package

**Inspection and Test Plan (ITP)**

ITP Title: Kerb and Channel

ITP Number: NEL-CNT-SDC-2990-PQA-ITP-0016 Rev 0

LOT Number:

Primary Asset Location Code:

Discipline: Roads & Drainage

**Spark NELP Approval Record**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Function** | **Position** | **Name** | **Signature** | **Date** |
| Prepared By | Quality Representative | Abiola Olulana | Abiola Olulana Digitally  Date: 20 | signed by Abiola Olulana  22.08.02 11:36:12 +10'00' |
| Reviewed By | Project Engineer | Domenic Ciccone | Digitally signed by Domenic Ciccone DN: C=AU,  Domenic Ciccone [E=domenic.ciccone@sparknel-dc.com.au,](mailto:E%3Ddomenic.ciccone@sparknel-dc.com.au)  O=SPARK, CN=Domenic Ciccone  Date: 2022.08.02 12:10:56+10'00' |  |
| Approved By | Quality Manager | Greg Iro | Digital Date:  +10'00 | ly signed by Greg Iro 2022.08.03 09:52:57  ' |

Note:

1. *Ensure all Records or Checklist References are attached and that each Inspection Requirement is clearly named, signed, and dated.*
2. *Ensure every Records or Checklist References attached are legible*
3. *This Inspection Test Plan may be generic – ensure the requirement is demographically clear to your scope of work*
4. *Verification Inspections where applicable for the IREA stated as “Witness” or “Hold” shall be formally notified for their engagement and with sufficient advance notice time (i.e. 3 days or as agreed with the Sub-IREA Representative and/or the Nominated Authority)*
5. *All Nominated Authority Hold Points are Witness Points for Sub-IREA*
6. *The Sub-IREA representative is not required to physically sign-off on ITPs*

ITP – Kerb and Channel Spark PMS Doc# MSF28-2-NEL Rev 3

**Document Number:** NEL-CNT-SDC-2990-PQA-ITP-0016. **Revision: 0**

Management System - Uncontrolled Document when Printed Webuild Source Doc# MSF28-2

Page 1 of 11

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | | **Project**: SPARK – North East Link Primary Package **Client:** State of Victoria and the North East Link State Tolling Corporation | | | | | | | | | | |
| **ITP Title:** Kerb and Channel | | |  |  |  |  |  |  |  | **References:**  Drawing numbers and specifications - VicRoads 703, Design Management Plan, Construction Quality Management Plan (CQMP), Project Scope and Delivery Requirement (PSDR) | | |
| **Description:** This ITP covers construction of Kerb and Channel | | | | |  |  |  |  |  | **Standards:** AS3610, AS3799 | |  |
|  | | **ITP No**: NEL-CNT-SDC-2990-PQA-ITP-0016 **Rev No**: 0 | | | | | | | | | | |
| **Lot No**: **Location**: **Ch**: **to Offset: to Layer**: | | | | | | | | | | |
| **Item No.** | **Resp. Person** | **Inspection and Test Activity** | **Specification Reference** | **Acceptance Criteria** | **Test Method** | **Test Frequency** | **Inspection/Verification (Name, signature & date)** | | | | **Records/Documents** | **Field Notes / Comments** |
| **Sub- Contractor** | **Spark NEL Engineer** | **Nominated Authority** | **IREA** |  |  |
| **1.0** | **Preliminaries (Include all aspects of Materials, Approvals, IFC Drawings, etc. Ensure all required permits have been raised prior to commencing works)** | | | | | | | | | | | |
| 1.1 | PE | Construction Package Approval | PSDR Part F6 2  (a) to (h) | Construction Documentation shall be submitted and approved prior to commencing work at site. | R | PW | NR | **HP** | NR | NR | IFU Construction Package  InEight Reference:  # |  |
| 1.2 | PE | Design status | PSDR Part F5,  2(b) & (c)(i) | Design to be IFC prior to works commencing | V | PW | NR | **HP** | NR | NR | IFC Drawings InEight Reference:  # |  |
| 1.3 | SE | All Equipment calibrated | Quality Management Plan Section 11.1 | Equipment calibration certificates filed in InEight  Ensure all equipment associated with the relevant works is calibrated | R | PW | **HP** | **HP** | NR | NR | Calibration Certificates InEight Reference:  # |  |
| 1.4 | SE | Premixed Concrete | Vic Roads 703.05, Table  703.111  IFC Drawings | Premixed concrete conforms with requirements of AS1379, 703.05 and Table  703.111 | R | PW | **HP** | **HP** | NR | NR | Delivery Docket |  |
| 1.5 | PE | Survey Set Out | PSDR Part F4 Section 6  IFC Drawings VicRoads 703.17 IFC Drawings | Clearly mark limit of works; Chainage, offsets, cut/fill level etc. (if required) | V | PW | **HP** | **HP** | **HP** | WP | HP Release InEight Reference:  # Survey Record  InEight Reference: |  |

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | | **Project**: SPARK – North East Link Primary Package **Client:** State of Victoria and the North East Link State Tolling Corporation | | | | | | | | | | |
| **ITP Title:** Kerb and Channel | | |  |  |  |  |  |  |  | **References:**  Drawing numbers and specifications - VicRoads 703, Design Management Plan, Construction Quality Management Plan (CQMP), Project Scope and Delivery Requirement (PSDR) | | |
| **Description:** This ITP covers construction of Kerb and Channel | | | | |  |  |  |  |  | **Standards:** AS3610, AS3799 | |  |
|  | | **ITP No**: NEL-CNT-SDC-2990-PQA-ITP-0016 **Rev No**: 0 | | | | | | | | | | |
| **Lot No**: **Location**: **Ch**: **to Offset: to Layer**: | | | | | | | | | | |
| **Item No.** | **Resp. Person** | **Inspection and Test Activity** | **Specification Reference** | **Acceptance Criteria** | **Test Method** | **Test Frequency** | **Inspection/Verification (Name, signature & date)** | | | | **Records/Documents** | **Field Notes / Comments** |
| **Sub- Contractor** | **Spark NEL Engineer** | **Nominated Authority** | **IREA** |  |  |
|  |  |  |  |  |  |  |  |  |  |  | # This ITP Lot Map |  |
| **2.0** | **Operations (Include Work Execution – Installation / Manufacturing Process step-by-step)** | | | | | | | | | | | |
| 2.1 | SE | Excavations and bedding preparation | VicRoads 703.20, 703.21  IFC Drawings | Excavation not to extend more than 150mm from the adjacent face of existing pavement.  Bedding material shall be compacted size 20mm Class 3 or Class 4 Crushed Rock  to 98% standards compaction unless shown otherwise on the drawings Material properties, testing and testing frequency shall be in accordance with  section 812 | V | PL | WP | WP | NR | NR | Material delivery dockets |  |
| 2.2 | SE | Machine Extrusion | VicRoads 703.05(b)  703.23  IFC Drawings | Concrete shall be fed to the machine at a uniform rate. The machine shall be operated to produce a satisfactorily compacted, dense mass of concrete free of any faulty or honeycombed patches.  Surfaces shall be | V | PL | WP | WP | NR | NR | Concrete delivery dockets |  |

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | | **Project**: SPARK – North East Link Primary Package **Client:** State of Victoria and the North East Link State Tolling Corporation | | | | | | | | | | |
| **ITP Title:** Kerb and Channel | | |  |  |  |  |  |  |  | **References:**  Drawing numbers and specifications - VicRoads 703, Design Management Plan, Construction Quality Management Plan (CQMP), Project Scope and Delivery Requirement (PSDR) | | |
| **Description:** This ITP covers construction of Kerb and Channel | | | | |  |  |  |  |  | **Standards:** AS3610, AS3799 | |  |
|  | | **ITP No**: NEL-CNT-SDC-2990-PQA-ITP-0016 **Rev No**: 0 | | | | | | | | | | |
| **Lot No**: **Location**: **Ch**: **to Offset: to Layer**: | | | | | | | | | | |
| **Item No.** | **Resp. Person** | **Inspection and Test Activity** | **Specification Reference** | **Acceptance Criteria** | **Test Method** | **Test Frequency** | **Inspection/Verification (Name, signature & date)** | | | | **Records/Documents** | **Field Notes / Comments** |
| **Sub- Contractor** | **Spark NEL Engineer** | **Nominated Authority** | **IREA** |  |  |
|  |  |  |  | substantially free from surface pitting larger than 5mm diameter  Concrete used in kerb extrusion machines will not be subject to compressive strength requirements but shall have a minimum cementitious material content in the finished concrete as follows:   * Traffic Routes – a minimum of, or   equivalent to, 320 kg of cementitious material or geopolymer binder per cubic metre of concrete  Local Streets – a minimum of, or equivalent to, 280 kg of cementitious material or  geopolymer binder per cubic metre of concrete |  |  |  |  |  |  |  |  |
| 2.3 | SE | Profile transitions and matching existing sections | VicRoads 703.24 IFC Drawings | Change of profile shall be made at a constant rate between 10 and 20mm per metre. Transitions between  different profiles shall be | V | PL | WP | WP | NR | NR | This ITP |  |

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | | **Project**: SPARK – North East Link Primary Package **Client:** State of Victoria and the North East Link State Tolling Corporation | | | | | | | | | | |
| **ITP Title:** Kerb and Channel | | |  |  |  |  |  |  |  | **References:**  Drawing numbers and specifications - VicRoads 703, Design Management Plan, Construction Quality Management Plan (CQMP), Project Scope and Delivery Requirement (PSDR) | | |
| **Description:** This ITP covers construction of Kerb and Channel | | | | |  |  |  |  |  | **Standards:** AS3610, AS3799 | |  |
|  | | **ITP No**: NEL-CNT-SDC-2990-PQA-ITP-0016 **Rev No**: 0 | | | | | | | | | | |
| **Lot No**: **Location**: **Ch**: **to Offset: to Layer**: | | | | | | | | | | |
| **Item No.** | **Resp. Person** | **Inspection and Test Activity** | **Specification Reference** | **Acceptance Criteria** | **Test Method** | **Test Frequency** | **Inspection/Verification (Name, signature & date)** | | | | **Records/Documents** | **Field Notes / Comments** |
| **Sub- Contractor** | **Spark NEL Engineer** | **Nominated Authority** | **IREA** |  |  |
|  |  |  |  | made in accordance with the  drawings |  |  |  |  |  |  |  |  |
| 2.4 | SE | Surface Finish | VicRoads 703.25 AS3610  IFC Drawings | All edgings shall be rendered and have a steel trowel finish. Rendering shall be applied within 30 minutes of placing or extruding concrete.  Permanently hidden concrete surfaces of edgings shall have a Class 4 surface  finish in accordance with AS3610. | V | PL | WP | WP | NR | NR | This ITP |  |
| 2.5 | SE | Joints | VicRoads 703.26 IFC Drawings | Transverse joints shall be constructed at regular intervals not exceeding 2.5  m. Expansion joints shall be placed at junctions with bridges, and shall be 15 mm wide and filled with cork or bituminous impregnated particle board strip extending for the full width and full depth of the edging. Expansion joint and control joints as per details shown  on the IFC drawings. | V | PL | WP | WP | NR | NR | This ITP |  |
| 2.6 | SE | *Marking Conduit positions* | VicRoads 703.28 | Existing conduits passing  under edgings shall be marked by a chase in the | V | PL | WP | WP | NR | NR | This ITP  Photos |  |

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | | **Project**: SPARK – North East Link Primary Package **Client:** State of Victoria and the North East Link State Tolling Corporation | | | | | | | | | | |
| **ITP Title:** Kerb and Channel | | |  |  |  |  |  |  |  | **References:**  Drawing numbers and specifications - VicRoads 703, Design Management Plan, Construction Quality Management Plan (CQMP), Project Scope and Delivery Requirement (PSDR) | | |
| **Description:** This ITP covers construction of Kerb and Channel | | | | |  |  |  |  |  | **Standards:** AS3610, AS3799 | |  |
|  | | **ITP No**: NEL-CNT-SDC-2990-PQA-ITP-0016 **Rev No**: 0 | | | | | | | | | | |
| **Lot No**: **Location**: **Ch**: **to Offset: to Layer**: | | | | | | | | | | |
| **Item No.** | **Resp. Person** | **Inspection and Test Activity** | **Specification Reference** | **Acceptance Criteria** | **Test Method** | **Test Frequency** | **Inspection/Verification (Name, signature & date)** | | | | **Records/Documents** | **Field Notes / Comments** |
| **Sub- Contractor** | **Spark NEL Engineer** | **Nominated Authority** | **IREA** |  |  |
|  |  |  |  | edge immediately above the  conduit together with a suitable identification mark. |  |  |  |  |  |  |  |  |
| 2.7 | SE | Curing and Protection of concrete | VicRoads 703.10, 703.27  AS 3799  IFC drawings | Exposed concrete surfaces to be cured Immediately after finishing operations with either water, wet hessian or curing compound complying with AS 3799 for a minimum period of 7 days. Exceptions are edges which require a minimum period of 3 days curing  All concrete shall be protected from early loading | V | PL | WP | WP | NR | NR | This ITP |  |
| 2.8 | PE | Inspection of Concrete Surface | VicRoads 703.25, 703.26  IFC drawings | After finishing, all work shall present a consistently neat appearance of uniform colour. All edges shall be sharp and clean and bullnoses shall be regular and of uniform radius.  Surface finish and joints to comply with 703.25 and  703.26. The concrete shall have no surface cracks at  any stage after construction of width greater than 0.2mm | V | PL | WP | WP | NR | NR | This ITP |  |

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | | **Project**: SPARK – North East Link Primary Package **Client:** State of Victoria and the North East Link State Tolling Corporation | | | | | | | | | | |
| **ITP Title:** Kerb and Channel | | |  |  |  |  |  |  |  | **References:**  Drawing numbers and specifications - VicRoads 703, Design Management Plan, Construction Quality Management Plan (CQMP), Project Scope and Delivery Requirement (PSDR) | | |
| **Description:** This ITP covers construction of Kerb and Channel | | | | |  |  |  |  |  | **Standards:** AS3610, AS3799 | |  |
|  | | **ITP No**: NEL-CNT-SDC-2990-PQA-ITP-0016 **Rev No**: 0 | | | | | | | | | | |
| **Lot No**: **Location**: **Ch**: **to Offset: to Layer**: | | | | | | | | | | |
| **Item No.** | **Resp. Person** | **Inspection and Test Activity** | **Specification Reference** | **Acceptance Criteria** | **Test Method** | **Test Frequency** | **Inspection/Verification (Name, signature & date)** | | | | **Records/Documents** | **Field Notes / Comments** |
| **Sub- Contractor** | **Spark NEL Engineer** | **Nominated Authority** | **IREA** |  |  |
| 2.9 | SE | *Backfill and restoration* | Vic Roads 703.29  IFC drawings | Backfill to be placed once concrete has cured for at least 3 days as per drawings.  Fill to be placed and compacted in layers not exceeding 150mm to a width not less than 300mm behind the edging to the top of the  edging | V | PL | WP | WP | NR | NR | This ITP |  |
| 2.10 | SE / QSR | Crack of Concrete | VR 703.30 (a) (b)  (c) | The concrete shall have no surface cracks at any stage after construction of width greater than 0.2mm.  Cracked sections of concrete shall be either removed and replaced, or repaired in accordance with Section 687, as directed by the  Superintendent. | V | PL | **HP** | **HP** | WP | WP | This ITP |  |
| **3.0** | **Post Operations (Include Inspection and Testing)** | | | | | | | | | | | |
| 3.1 | PE | As-Builts Survey | VicRoads 703.15 IFC Drawings | ▫ Ensure As-Built survey is compared within the required tolerance to Design specification.  ▫ All concrete paving shall be shaped to match existing fixtures e.g. pit covers,  edging and VC withing 5 mm | I & V | PL | WP | WP | NR | NR | As-Built Survey Report InEight Reference:  # Work Lot Map |  |

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | | **Project**: SPARK – North East Link Primary Package **Client:** State of Victoria and the North East Link State Tolling Corporation | | | | | | | | | | |
| **ITP Title:** Kerb and Channel | | |  |  |  |  |  |  |  | **References:**  Drawing numbers and specifications - VicRoads 703, Design Management Plan, Construction Quality Management Plan (CQMP), Project Scope and Delivery Requirement (PSDR) | | |
| **Description:** This ITP covers construction of Kerb and Channel | | | | |  |  |  |  |  | **Standards:** AS3610, AS3799 | |  |
|  | | **ITP No**: NEL-CNT-SDC-2990-PQA-ITP-0016 **Rev No**: 0 | | | | | | | | | | |
| **Lot No**: **Location**: **Ch**: **to Offset: to Layer**: | | | | | | | | | | |
| **Item No.** | **Resp. Person** | **Inspection and Test Activity** | **Specification Reference** | **Acceptance Criteria** | **Test Method** | **Test Frequency** | **Inspection/Verification (Name, signature & date)** | | | | **Records/Documents** | **Field Notes / Comments** |
| **Sub- Contractor** | **Spark NEL Engineer** | **Nominated Authority** | **IREA** |  |  |
|  |  |  |  | ▫ The departure of the finished work from line or level shall not exceed 10 mm at any point and rate of deviation shall not exceed 10mm in 10m, except on curve the deviation shall not exceed 5mm at any point.  ▫ Section dimensions shall not differ from those in the drawings by more than 5mm.  ▫ Ensure all locations and work area highlighted as per Construction Lot in Work Lot  Map. |  |  |  |  |  |  |  |  |
| 3.2 | PE | *Final Inspection Site Walk* | CQMP Section 12 | Ensure at the end of each work conducted that Quality Control conduct an Inspection walk with Engineer to identify potential  defects. | I & V | PL | WP | WP | WP | WP | Punch List Record |  |
| 3.3 | PE | Redline Drawings | Design Management PlanNEL-CNT- SDC-2990-PDM- MPL-0001  Section 5.4 | Redline Drawings submitted to Project for creation of As- Built Drawings. | V | PL | **HP** | **HP** | NR | NR | Red-Line Marked Up IFC Drawing(s) |  |

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | | **Project**: SPARK – North East Link Primary Package **Client:** State of Victoria and the North East Link State Tolling Corporation | | | | | | | | | | |
| **ITP Title:** Kerb and Channel | | |  |  |  |  |  |  |  | **References:**  Drawing numbers and specifications - VicRoads 703, Design Management Plan, Construction Quality Management Plan (CQMP), Project Scope and Delivery Requirement (PSDR) | | |
| **Description:** This ITP covers construction of Kerb and Channel | | | | |  |  |  |  |  | **Standards:** AS3610, AS3799 | |  |
|  | | **ITP No**: NEL-CNT-SDC-2990-PQA-ITP-0016 **Rev No**: 0 | | | | | | | | | | |
| **Lot No**: **Location**: **Ch**: **to Offset: to Layer**: | | | | | | | | | | |
| **Item No.** | **Resp. Person** | **Inspection and Test Activity** | **Specification Reference** | **Acceptance Criteria** | **Test Method** | **Test Frequency** | **Inspection/Verification (Name, signature & date)** | | | | **Records/Documents** | **Field Notes / Comments** |
| **Sub- Contractor** | **Spark NEL Engineer** | **Nominated Authority** | **IREA** |  |  |
| 3.4 | PE | Verification and Lot Records complete | CQMP Section 8.3 | Progressive monitoring and signoff of Checklists occurs, and test records are collected. Ensure completed work checklists, inspection and test results and Subcontractor conformance records are progressively and permanently saved and stored as soon as possible after they are received.  Completed construction lot records are transferred to the project Quality Team for final record verification prior to  being closed | V | PL | **HP** | **HP** | NR | NR | Lot Record Lot Map |  |
| 3.5 | PE | NCR Close out (if applicable) | CQMP Section 8.3 | All NCR’s presented for  closure | R | PL | **HP** | **HP** | **HP** | WP | HP Release InEight Reference:  #  NCR InEight Reference:  # NCR Module |  |
| **4.0** | **Quality** | | | | | | | | | | | |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | | **Project**: SPARK – North East Link Primary Package **Client:** State of Victoria and the North East Link State Tolling Corporation | | | | | | | | | | | | | | | |
| **ITP Title:** Kerb and Channel | | | | |  |  |  |  |  |  |  |  |  | **References:**  Drawing numbers and specifications - VicRoads 703, Design Management Plan, Construction Quality Management Plan (CQMP), Project Scope and Delivery Requirement (PSDR) | | | |
| **Description:** This ITP covers construction of Kerb and Channel | | | | | | |  |  |  |  |  |  |  | **Standards:** AS3610, AS3799 | | |  |
|  | | **ITP No**: NEL-CNT-SDC-2990-PQA-ITP-0016 **Rev No**: 0 | | | | | | | | | | | | | | | |
| **Lot No**: **Location**: **Ch**: **to Offset: to Layer**: | | | | | | | | | | | | | | | |
| **Item No.** | **Resp. Person** | **Inspection and Test Activity** | | | **Specification Reference** | **Acceptance Criteria** | | **Test Method** | **Test Frequency** | **Inspection/Verification (Name, signature & date)** | | | | | | **Records/Documents** | **Field Notes / Comments** |
| **Sub- Contractor** | **Spark NEL Engineer** | | **Nominated Authority** | **IREA** | |  |  |
| 4.1 | QSR | Identification and control of non- conforming products or services  (if applicable) | | | CQMP Section 8.3 | Review and confirm closure of NCR’s and associated RFI’s prior to closing of construction lot | | R | PL |  | **HP** | |  |  | | NCR closed with related documentation |  |
| 4.2 | QSR | Check all quality records for lot closure | | | CQMP Section 8.3 | All applicable quality records are complete | | R | PL |  | **HP** | |  |  | | Compiled documents (all data reports and records) |  |
| **Legend:** | | | | | | | | | | | | | | | | | |
| **Responsibility** | | | | | | | **Method** | | | **Inspection / Verification** | | **Test Frequency** | | | **Other** | | |
| SS: Site Supervisor SE: Site Engineer PE: Project Engineer  SPE: Senior Project Engineer GE: Geotechnical Engineer PS: Project Surveyor | | | | PSM: Project Systems Manager QSR: Quality Site Rep.  STR: Structural Engineer SSR: Site Safety Rep.  EMR: Environmental Management Rep. NA: Nominated Authority (Release of HP)  IREA: Independent Reviewer (Observer) | | | V: Verify  I: Inspection R: Review T: Test | | | HP: Hold Point WP: Witness Point NR: Not Required | | PW: Prior to Works PL: Per Lot  F: Full or 100% Inspection or Testing X1: Inspect or Test at Specified Frequency  X2: Random Inspection or Test | | | QP: Quality Plan  RFI: Request for Information NCR: Non-Conformance VC: Verification Checklist  XXXX: Sequential Number from Doc Control | | |
| **DDD – Types:** B – Building, C – Civil, G – General, M – Mechanical & Electrical, I – Motorway Operations System (ITS), S – Structure, O – Tolling, T – Tunnel, U – Urban Design & Landscape | | | | | | | | | | | | | | | | | |
| **Supplier/Subcontractor: (If applicable)** | | | **Name** | | | **Signature and Date** | | **Spark-NELPP REP** | | **Name** | | | | | | | **Signature and Date** |
|  | | |  | |  | | | | | | |  |

**Lot closure comments**:

**Spark NELP QA Rep**:

**Name Signature: Date:**