**Inspection and Test Plan – Handrails & Balustrades**

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Project no.** | | **CC0371** | **Project name** | Parkville Urban Realm Works | | **Date** | 07/10/2022 | | **Approved by** | Maher Moharam |
| **ITP no.** | SYM-ITP-024 | | **Revision date** | 07/10/2022 | **Plant and equipment used** | | |  | | |
| **Lot no.** |  | | **Location (chainages, detailed description or marked up plan)** | | | | |  | | |

Attach Dockets, Certificates and QA Documents to ITP

|  |  |  |  |  | **Verification of acceptance by** | | | | | **Remarks/record (eg. Test frequency reports, certificates, checklist etc)** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  | **Symal** | | | **CYP D&C JV** | |
| **Item no.** | **Activity** | **Ref docs** | **Acceptance criteria** | **Freq** | **Key** | **Resp** | **Initial/ date** | **Key** | **Sign/ date** |
| **1. 0 Handrails & Balustrades** | | | | | | | | | | |
| **1.1** | Set Out | Civil drawings | Is the work area clearly pegged out for line and level?  Yes ☐ No ☐ N/A ☐  Handrail/Balustrade Reference \_\_\_\_\_\_\_\_\_\_\_\_\_  Zone\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Stage\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Prior to the Start of Activity | S | SS |  |  |  |  |
| **1.2** | Conformity with Drawings | Civil Drawings | Are the drawings, complete & current?  Yes ☐ No ☐ N/A ☐ | Prior to start of works | H | SE/PE |  |  |  |  Attach Recent IFC Drawings   Attach Shop Drawings |
| **1.3** | Permit & | SMP | Relevant permits have been signed and approved.  Yes ☐ No ☐ N/A ☐  Extents and levels correct to relevant drawings  Yes ☐ No ☐ N/A ☐  Are handrails and Balustrades compliant with DDA standards.  Yes ☐ No ☐ N/A ☐ | Prior to start of works | **H** | SE/PE |  | **H** |  |  Attach completed Permit |
| **1.4** | Material compliance | QMP | Are handrails and Balustrades compliant with DDA standards.  Yes ☐ No ☐ N/A ☐ |  |  |  |  | **IR(R)/**  **CYP(H)** |  |  |
| **1.5** | Subcontractor ITP | QMP | Have the subcontractor ITP’s been completed and attached  Yes ☐ No ☐ N/A ☐  have handrail and Balustrades been installed as per approved shop drawings?  Yes ☐ No ☐ N/A ☐  All edges smoothed and final finish provided as per project specs?  Yes ☐ No ☐ N/A ☐ |  |  |  |  | **R** |  |  Attach subcontractor ITP |
| **1.5** | As Built |  | Were survey as-builts completed  Yes ☐ No ☐ N/A ☐ |  |  |  |  |  |  | Attach survey Report |

|  |  |  |  |  |  |  |  |  |  |  |
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| **Works complete (signer SS)** | |  | | | **Date works complete** | |  | | | |
| **Lot conforms (signer PE)** |  | | **Date lot closed** |  | | **NCR/s no. raised** | |  | **Date NCR closed for this lot** |  |

**Responsibility (Resp.) Key**: **PM**-Project Manager, **PE**-Project Engineer, **SE**- Site Engineer, **CS**-Civil Superintendent, **SS**-Site Supervisor, **SV**-Surveyor, **CR**-Client Representative

**SI –** Superintendent, **GE**- Geotechnical Engineer

**Inspection Key: W –** Witness, **H –** Hold Point, **S –** Surveillance, **R –** Review Point, **I –** Inspection Point