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| --- | --- | --- | --- |
| **Project Name:** |  | **ITP No:** |  |
| **Project Address:** |  | **Inspector’s Name:** |  |
| **Client:** |  | **ITP Work area:** |  |

| **Item No.** | **Inspection / Test Point Work Activity** | **Timing / Frequency** | **Method** | **Acceptance Criteria** | **Accepted** | **Comments / Record Type/**  **Reference** | **Sign off as Completed** | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Inspected by** | **Date** |
| 1 | Documentation | Prior to start | Visual | Ensure current revision of design drawings and specifications  Shop drawings approved for construction | [ ] Yes [ ] No | A.S.1310 to A.S.1315  A.S. 3600-2009  A.S 4672.1  Drawing No:  Rev No: |  |  |
| 2 | Material Handling | Prior to Start | Visual | Check Strand, ducting anchors & blocks off the delivery truck.  Ensure material are damage or rust free. | [ ] Yes [ ] No | A.S. 3600-2009  A.S 4672.1 |  |  |
| 3 | Production & Performance Tests | Prior to start | Check with office | Ensure client has received and approved control & performance test for Coils. | [ ] Yes [ ] No |  |  |  |
|  |  | Prior to start | Check with office | Ensure client has received and approved control & performance test for Anchors & blocks. | [ ] Yes [ ] No |  |  |  |
| **Installation** | | | | | | | | |
| 4 | Set Out for tendons | Progressive | Measure | As per current design documents/drawings | [ ] Yes [ ] No |  |  |  |
| 5 | Pre-pour Check Anchorages | Pre-pour | Visual | Check for strand type | [ ] Yes [ ] No |  |  |  |
|  |  | Pre-pour | Visual | Check strand Size | [ ] Yes [ ] No |  |  |  |
|  |  | Pre-pour | Visual | Check Alignment | [ ] Yes [ ] No |  |  |  |
|  |  | Pre-pour | Visual | Check depth of recess formers | [ ] Yes [ ] No |  |  |  |
|  |  | Pre-pour | Visual | Check position within tolerances  Tolerances Horizontal +/- 50mm  Tolerances Vertical +/- 5mm | [ ] Yes [ ] No |  |  |  |
|  |  | Pre-pour | Visual | Check secured to prevent movement | [ ] Yes [ ] No |  |  |  |
|  |  | Pre-pour | Visual | Check number of slab anchorages | [ ] Yes [ ] No |  |  |  |
|  |  | Pre-pour | Visual | Check number of pan anchorages | [ ] Yes [ ] No |  |  |  |
| 6 | Pre-pour Check Ducting and Strand | Pre-pour | Visual | Check required number of strands each tendon | [ ] Yes [ ] No |  |  |  |
|  |  | Pre-pour | Visual | Check position as per layout | [ ] Yes [ ] No |  |  |  |
|  |  | Pre-pour | Measure | Check profiled with tolerance  High & Low +/=5mm  Intermediate +/- 10mm | [ ] Yes [ ] No |  |  |  |
|  |  | Pre-pour | Visual | Check chairs stapled to soffit (if required by builder) | [ ] Yes [ ] No |  |  |  |
|  |  | Pre-pour | Visual | Check ducts cross tied to chairs | [ ] Yes [ ] No |  |  |  |
|  |  | Pre-pour | Measure | Check sufficient stressing length | [ ] Yes [ ] No |  |  |  |
|  |  | Pre-pour | Visual | Check for grout hoses | [ ] Yes [ ] No |  |  |  |
|  |  | Pre-pour | Measure | Tenders longer than 50m should have an intermediate grouting hose | [ ] Yes [ ] No |  |  |  |
| 7 | Pre-pour Check Coil Record | Pre-pour | Visual | Record coil number in TRD Coil registry. | [ ] Yes [ ] No |  |  |  |
| 8 | Pre-pour Check Reinforcement positioned | Pre-pour | Visual | Check anti-burst reinforcement is positioned correctly | [ ] Yes [ ] No |  |  |  |
| 9 | Pre-pour Check Ducts & Grout tubes sealing | Pre-pour | Visual | Check Ducts & Grout tubes for sealing at both ends & joints | [ ] Yes [ ] No |  |  |  |
| 10 | Pre-pour Inspection by Post Tension Engineer | Prior to pour | Visual | Post Tension inspected and signed off by Structural Engineer | [ ] Yes [ ] No |  |  |  |
|  |  | Prior to pour | Visual | Site Foreman to sign off engineer’s report to verify that all work to be rectified was checked for compliance prior to the pour | [ ] Yes [ ] No |  |  |  |
|  |  | Prior to pour | Visual | Inspection Certificate provided | [ ] Yes [ ] No |  |  |  |
| **CONCRETE POUR CHECKLIST** | | | | | | | | |
| 11 | Pour Check Components | During Pour | Visual | Is the weather fine? | [ ] Yes [ ] No |  |  |  |
|  |  | During Pour | Visual | Is the weather overcast? | [ ] Yes [ ] No |  |  |  |
|  |  |  |  | Did it rain during the pour? | [ ] Yes [ ] No |  |  |  |
|  |  | During Pour | Visual | Monitor during pour Components are not displaced | [ ] Yes [ ] No |  |  |  |
|  |  | During Pour | Visual | Monitor during pour profile and cover is maintained | [ ] Yes [ ] No |  |  |  |
|  |  | During Pour | Visual | Are the tendons treated with care and not damaged? | [ ] Yes [ ] No |  |  |  |
|  |  | During Pour | Visual | Is the concrete being placed properly and well compacted around anchors, dead ends etc.? | [ ] Yes [ ] No |  |  |  |
|  |  | During Pour | Visual | Are anchors free from concrete? | [ ] Yes [ ] No |  |  |  |
|  |  | During Pour | Visual | Is any grout hose/tube buried? | [ ] Yes [ ] No |  |  |  |
|  |  | During Pour | Visual | Is any pan buried or filled with concrete? | [ ] Yes [ ] No |  |  |  |
| 12 | Delays in concrete pour | During Pour | Visual | Time Stopped: | [ ] Yes [ ] No |  |  |  |
|  |  | During Pour | Visual | Time Resumed: | [ ] Yes [ ] No |  |  |  |
|  |  | During Pour | Visual | Is there any cold joint? | [ ] Yes [ ] No |  |  |  |
| **INITIAL STRESS** | | | | | | | | |
| 13 | Block up | Pre-Initial Stress | Visual | Is there any crack/or honeycomb around the anchors? | [ ] Yes [ ] No |  |  |  |
|  |  | Pre-Initial Stress | Visual | Are the anchors filled with concrete slurry? | [ ] Yes [ ] No |  |  |  |
| 14 | Initial Stressing Check Equipment | Initial Stressing | Visual | Is jack calibration older than 6 months, if yes stressing may not proceed until updated calibration equipment is available | [ ] Yes [ ] No |  |  |  |
| 15 | Initial Stressing Check Concrete Required Strength | Initial Stressing | Visual | Has the concrete reached the required Strength >= 9 MPA | [ ] Yes [ ] No |  |  |  |
| 16 | Initial Stressing Check Approval to Stress | Initial Stressing | Visual | Approved by Structural Engineer  Strength >= 9MPA | [ ] Yes [ ] No |  |  |  |
| 17 | Initial Stressing Check Initial Stress | Initial Stressing | Visual | 100% complete | [ ] Yes [ ] No |  |  |  |
|  |  | Initial Stressing | Visual | Record sequence and continuity | [ ] Yes [ ] No |  |  |  |
|  |  | Initial Stressing | Visual | Not Stressed Tendons ID: | [ ] Yes [ ] No |  |  |  |
|  |  | Initial Stressing | Visual | Broken Strand Tendon ID: | [ ] Yes [ ] No |  |  |  |
|  |  | Initial  Stressing | Visual | Approve stressing records of each stressing operation | [ ] Yes [ ] No |  |  |  |
| **FINAL-STRESS** | | | | | | | | |
| 19 | Final Stressing Check Equipment | Final Stressing | Visual | Current Calibration Certificate  Jack Calibration Date  Is jack calibration older than 6 months, if yes stressing may not proceed until updated calibration equipment is available | [ ] Yes [ ] No |  |  |  |
|  |  | Final Stressing | Visual | Load vs Pressure graph available | [ ] Yes [ ] No |  |  |  |
| 20 | Final Stressing Check Minimum Concrete Strength Required | Final Stressing | Visual | Has the concrete reached the required Strength >= 22MPA? | [ ] Yes [ ] No |  |  |  |
| 21 | Final Stressing Check Approval to Stress | Final Stressing | Visual | Approved by Structural Engineer  Strength >= 22MPA | [ ] Yes [ ] No |  |  |  |
| 22 | Final Stressing Check Final Stress | Final Stressing | Visual | 100% complete | [ ] Yes [ ] No |  |  |  |
|  |  | Initial Stressing | Visual | Record sequence and continuity | [ ] Yes [ ] No |  |  |  |
|  |  | Final Stressing | Visual | Not Stressed Tendons ID: | [ ] Yes [ ] No |  |  |  |
|  |  | Final Stressing | Visual | Broken Strand Tendon ID: | [ ] Yes [ ] No |  |  |  |
|  |  | Final Stressing | Visual | Approve stressing records of each stressing operation | [ ] Yes [ ] No |  |  |  |
|  |  | Final Stressing | Visual | Submit Stressing Records for approval | [ ] Yes [ ] No |  |  |  |
| **CUT & SEAL** | | | | | | | | |
| 23 | Cutting off strands & packing recess | After Final Stress | Visual | Has the approval to cut strands ben received from the engineer? | [ ] Yes [ ] No |  |  |  |
|  |  | After Final Stress | Visual | Have the strands been cut with adequate cover? | [ ] Yes [ ] No |  |  |  |
|  |  | After Cutting | Visual | Have the recess pockets been painted with epoxy? (where required) | [ ] Yes [ ] No |  |  |  |
|  |  | After Cutting | Visual | Have the pre-grout well mixed as per SDS | [ ] Yes [ ] No |  |  |  |
|  |  | After Cutting | Visual | Have pockets and pans been sealed properly? | [ ] Yes [ ] No |  |  |  |
| **GROUTING** | | | | | | | | |
| 24 | Approval to Grout | After Cut & Seal | Visual | After final stress and prior to commencing grouting, obtain approval to grout | [ ] Yes [ ] No |  |  |  |
| 25 | Tests on Grout | After Cut & Seal | Visual | Test Certification provided for:  - Minimum compressive strength  - shrinkage  - bleeding | [ ] Yes [ ] No | A.S. 3600-2009  A.S 4672.1 |  |  |
| 26 | Grout Mix | After Cut & Seal | Visual | Approval for grout mix design | [ ] Yes [ ] No |  |  |  |
| 27 | Grouting Operations | After Cut & Seal | Visual | Monitor Grouting operations are:  - carried out within specified period from approval of stressing records  - grout screened prior to pumping  - grout is free from excess water and air bubbles  - specified grout pressure is obtained  - ends sealed correctly | [ ] Yes [ ] No |  |  |  |
|  |  | After Cut & Seal | Visual | Have all tendons been grouted properly? | [ ] Yes [ ] No |  |  |  |
|  |  | After Cut & Seal | Visual | Have you notified the engineer for any blocked/un-grouted tendons? | [ ] Yes [ ] No |  |  |  |
| 28 | Final Inspection | On completion of works | Visual | Area is clean and tidy | [ ] Yes [ ] No |  |  |  |
|  |  | On completion of works | Visual | Certification Provided | [ ] Yes [ ] No |  |  |  |

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| **Comments:** |
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| CLIENT  PRINT NAME / SIGNATURE |  | TRD  PRINT NAME / SIGNATURE |