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Steel Inspection Test Plan

Structural Steel Inspection Test Plan

* Site conducted

Text answer

Conducted on

Date/time

Enter Date and Time:

___ ___ / ___ ___ / ___ ___

___ ___ : ___ ___ AM / PM

Prepared by

Text answer

Location

Text answer

Job / Structure ITP carried out on

Text answer

Items

*** Pre-Construction Meeting Completed with Builder**

Select one

☐ Yes

☐ No

☐ N/A

*** Structural Steel High Risk Workshop Completed**

Select one

☐ Yes

☐ No

☐ N/A

*** Shopdrawings Submitted and Approved by Engineer**

Select one

☐ Yes

☐ No

☐ N/A

*** All Above items completed and Signed off**

Select one

☐ Yes

☐ No

☐ N/A

Fabrication

Materials Ordered as Per shopdrawings or approved Engineering Drawings

Select one

☐ Yes

☐ No

☐ N/A

Materials on delivery are correct as per drawings / order specifications

Select one

☐ Yes

☐ No

☐ N/A

Visual Check Materials are in good condition

Select one

☐ Yes

☐ No

☐ N/A

Fabrication

Check Shopdrawings are current revision and no changes with J&M Management

Select one

☐ Yes

☐ No

☐ N/A

Setout cleats, plates, members as per shopdrawing / drawings Correct

Select one

☐ Yes

☐ No

☐ N/A

Tack weld materials / members together, check straight and plumb

Select one

☐ Yes

☐ No

☐ N/A

Fully weld materials as per engineer specifications completed

Select one

☐ Yes

☐ No

☐ N/A

Pack and load materials for transport

Select one

☐ Yes

☐ No

☐ N/A

Specialised finishes

Confirm finish of steel and approved

Text answer

Book delivery to site / workshop, allowing for height restrictions / sizes

Select one

☐ Yes

☐ No

☐ N/A

Send material to painter / abrasive blaster and confirm finish with builder

Select one

☐ Yes

☐ No

☐ N/A

Correct Delivery vehicle and sizes have been confirmed

Select one

☐ Yes

☐ No

☐ N/A

After delivery materials finish is acceptable and correct

Select one

☐ Yes

☐ No

☐ N/A

Site Setout and Marking

Confirm correct drawings and setout plans with builder

Select one

☐ Yes

☐ No

☐ N/A

Surveyor has correct measurements and grid setout

Select one

☐ Yes

☐ No

☐ N/A

Setout completed by surveyor or Internal (Confirm Surveyors name)

Text answer

Clashes detected / issues arisen

Text answer

Site Installation

Confirm all chemical anchors / hole embedment correct as per engineer specifications and shopdrawings

Select one

☐ Yes

☐ No

☐ N/A

Confirm all Chemical / Anchors are installed as per specifications and guidelines correctly

Select one

☐ Yes

☐ No

☐ N/A

Steel installed has been checked for level and plumbness

Select one

☐ Yes

☐ No

☐ N/A

Bolts and nuts have been tightened / torqued to correct specification

Select one

☐ Yes

☐ No

☐ N/A

Any welding has been completed to structural engineering specifications

Select one

☐ Yes

☐ No

☐ N/A

Grouting

Grouting has been completed to all steel members requiring and buildup is acceptable

Select one

☐ Yes

☐ No

☐ N/A

Final Inspection (Internal)

All installed items have been checked they are correct as per drawings

Select one

☐ Yes

☐ No

☐ N/A

Finish is in good condition and acceptable (touch ups completed)

Select one

☐ Yes

☐ No

☐ N/A

All fixings and connections torqued and installed at correct lengths

Select one

☐ Yes

☐ No

☐ N/A

NDT (If Applicable)

Weld Testing booked and type of test required confirmed

Select one

☐ Yes

☐ No

☐ N/A

Any issues with Testing reported?

Text answer

All welds requiring / tested have passed compliance

Select one

☐ Yes

☐ No

☐ N/A

Specialised Finishes / Handover (If Applicable)

Colour / finish is confirmed by builder and approved by consultants/client

Select one

☐ Yes

☐ No

☐ N/A

Builder has checked for defects / finish quality - Note any issues

Select one

☐ Yes

☐ No

☐ N/A

Builder has accepted handover / item is defect free and damage free (no scratches / finish defects)

Select one

☐ Yes

☐ No

☐ N/A

Sign offs / witnessing Name / Signature (Internal)

Manager Completing ITP Name / Date / Signature

Signature

Date: _ _ / _ _ / _ _ _ _

Builder Signoff ITP

Builder Signoff Name / Date / Signature

Signature

Date: _ _ / _ _ / _ _ _ _
