

## Defect Record Sheet

<b>A</b>	Defect Ref No: _____			Date/Time: _____		
	Repeated Defect: (Yes/No): _____			Severity: _____		
	Type of Road/Footpath/Facilities: _____					
	Location / Landmark: _____					
	Type of Asset: _____					
	Description: _____					
	Quantity: _____					
	Measurement: _____					
	Cause of Defect: _____					
	Recommendation: _____					
	Others/Remarks: _____					
	Inspected By: _____		Name		Signature	
	Supervised By: _____		Name		Signature	
	Defects reported to DRC / RARL / RIA / other agencies on:					
Reported Via:		Method / Agency / Date / Time: _____				
Acknowledgement:		Method / Date / Time: _____				
<b>B</b>	(For LTA Use)					
	Defects Verified by: _____		Name		Signature	
	Instructions: _____				Date	
<b>C</b>	(For contractor's acknowledgement)					
	Acknowledged & Received by: _____		Name		Signature	
				Date		

Defect Record Sheet	
Location & Photographs	Defect Ref No:
<u>Sketch</u>	
<u>Photographs</u>	