

- ii. One copy of sheets containing the pipe reference number, distance, orientation and deflection measurements of the pipes surveyed at the end of each working shift.
 - iii. One copy of photographs and recordings on a weekly basis as the work progresses or as previously agreed with the Engineer in writing.
- G. The Contractor shall provide digital colour photographs i.e. a colour print and data file (in JPEG format or other agreed with the Engineer). Photographs, shall be in approx. A5 size (two printed on A4 size page) unless otherwise approved by the Engineer.
- H. Photographs shall be taken of the internal condition of the pipes at the beginning of a defect, at service connections and such other places as the Engineer shall direct. Where defects exist at adjacent points, photographs should not be taken at intervals of less than 2m unless absolutely necessary to show the second defect. Where photographs are not otherwise required, a general condition photograph shall be taken at every 10m.
- I. Photographs must clearly and accurately show what is displayed on the monitor which shall be in proper adjustment.
- J. Photographs shall be clearly identified in relation to the location (minimum requirement manhole start and finish numbers or pipe length reference numbers) survey direction, chainage, photograph number, and date when the photograph was taken. The annotation shall be clearly visible and in contrast to its background, shall have a figure size no greater than 5mm, and be type printed. The annotation shall be so positioned as not to interfere with the subject of the photograph.
- K. The photographs shall be supplied in suitable A4 sized plastic holders and bound in ring binders or lever arch files. The photographs shall be presented in chronological order and each file shall contain a contents page providing clear cross-referencing to the report. The minimum requirements of the contents page shall be locations (district, street name and road number), photograph numbers and dates when photographs were taken.
- L. The photographic files shall be supplied on CD in suitable plastic holders. Each CD shall be clearly cross-referenced to the photograph files and the report.

END OF SECTION