Project checklists   
Standard Specification for Small Building Works v.20.0

Project Title . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .

RFT Number . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .

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| **Document title** | Project checklists  Standard Specification for Small Building Works v.20.0 |
| **Contact details** | Technical Specifications |
| **Approved by** | R L Haakmeester |
| **Date approved** | 03 December 2020 |
| **Document review** | As required to keep aligned with updated SSSBW |
| **TRM number** | NA |

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| Version | Date | Author | Changes made |
| 20.0 | 03 December 2020 | Robert Haakmeester | * New PCLs for 24 Play Equipment and 25 Playground Impact-attenuating Surfacing * Minor updates |
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| Acronyms | Full form |
| µm | Micro-metre |
| ACMA | Australian Communications and Media Authority |
| AGA/ALPGA | Australian Gas Association/Australian Liquefied Petroleum Gas Association |
| AS | Australian Standard |
| AS/CA | Australian Standard/Communications Alliance |
| AS/NZS | Australian Standard/New Zealand Standard |
| BCA | Building Code of Australia (Volumes 1 & 2 - are part of the NCC) |
| BMT | Base Metal Thickness |
| CEMP | Contractor’s Environmental Management Plan |
| DIPL | Department of Infrastructure, Planning and Logistics |
| EW | External Wall |
| GP | General Purpose |
| GPO | General Purpose Outlet (electrical) |
| IP | Ingress Protection |
| ISO | International Standards Organisation |
| ITC | Instruction to Contractor |
| ITP | Inspection and Test Plan |
| kg | kilogram |
| kPa | Kilo Pascal |
| LDPE | Low Density Polyethylene |
| MEPS | Mechanical Electrical and Plumbing Standard |
| mm | Millimetres |
| MPa | Mega Pascals |
| MR MDF | Moisture Resistant Medium Density Fibreboard |
| NATA | National Association of Testing Authorities |
| NCC | National Construction Code (incorporates the Building Code of Australia as Volumes 1 & 2, and the Plumbing Code of Australia as Volume 3) |
| NRC | Noise Reduction Coefficient |
| NT | Northern Territory |
| NTG | Northern Territory Government |
| PCCP | Painting Contractors Certification Program |
| PCP | Project Control Plan |
| RAC | Refrigerated Air Conditioner |
| RCD | Residual Current Device |
| Ref | Reference |
| RTO | Registered Training Organisation |
| R-value | A thermal insulation value |
| Rw | An acoustic insulation value |
| SA HB | Standards Australia Handbook |
| Spec | Specification |
| SSRW | Standard Specification for Road Works |
| SSSBW | Standard Specification for Small Building Works |
| SWMS | Safe Work Method Statement |
| UPS | Uninterruptible Power Supply |
| uPVC | Unplasticised Polyvinyl Chloride |
| UV | Ultra Violet (Light) |
| VCM | Vapour Control Membrane |
| VOC | Volatile Organic Compound |
| WELS | Water Efficiency Labelling and Standards |
| WHS (NUL) | Work Health and Safety (National Uniform Legislation) |

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Introduction

It is difficult during a visit to a construction site to memorise all of the details that need to be checked and while the obvious ones stand out, many other items that should be checked are forgotten. Supervisors may get distracted or over extended due to time constraints and overlook items that may have more serious consequences later in the project.

These Check Lists provide a guide to the inspections that are required on site for a particular project. They are a précis of the full clauses in the project specification and can be referred back to the specification if the full text of the particular item is required. The Check Lists will remind you of virtually every potential problem in materials, workmanship and coordination between trades.

Project specific checks may be added to the Check Lists for individual projects and the experience of Supervisors can be shared by the addition of particular checks on items or operations that are generally of concern on site. In this case less experienced Supervisors can use these Check Lists to provide them with the back-up of more experienced officers.

Provide one copy of the Check Lists book to the Supervisor and one copy to the Contractor for the particular project.

How to use these check lists

Take photocopies of the relevant Check List sections before going on site and study these.

Mark any items in the Check List that are of particular concern.

At the project site, check off the work against the Check Lists and make notes of any action required in the space provided.

When the work is completed and the final check has been made sign off and date in the box provided. There is also space to provide comments.

Keep a record of all of the completed Check Lists for future reference if required. These could prove to be valuable if disputes arise on the project.

There is no better way to document actual site conditions or details than by photographs, so don’t forget to take a camera on site and take images to go with particular items in the Check Lists.

Hold points and witness points schedules

Read these Check Lists in conjunction with the schedules of Hold Points and Witness points. Hold Points and Witness Points are scheduled in a separate document accessible via:

<https://dipl.nt.gov.au/industry/technical-standards-guidelines-and-specifications/technical-specifications/buildings>

Project Specific Requirements (PSRs) should also be read in conjunction with this document.

Further development

If you have any suggestions to improve on these Check Lists or the system in general please contact Specification Services, 3rd Floor Highway House, Palmerston.

Email: [Specification.Services@nt.gov.au](mailto:Specification.Services@nt.gov.au)

Comments from in-house staff, consultants or contractors are most welcome.

DEPARTMENT OF INFRASTRUCTURE planning and logistics

CHECK LIST – SSSBW 01 GENERAL REQUIREMENTS

|  |  |  |  |
| --- | --- | --- | --- |
| PROJECT |  | SPEC.NO. |  |
| Checked by |  | Title |  |
| Work lot |  | Date |  |

TESTS

Give sufficient notice so that the Superintendent may witness testing:

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| Spec. Ref. | Item | Checked – Initial & date |
| 1.7.2 | Soil Barrier – Analysis certificate – Appendix E, AS 3660.1 |  |
| 1.9 | Recycled plastic – Durability – Outdoor exposure testing to AS 1745.1 |  |
| 1.16 | Inspection and Test Plans to be submitted |  |
|  |  |  |

COMPLIANCE CHECKS – Refer Specification

| **Item** | **Checked - Initial & Date** |
| --- | --- |
| **TERMITE MANAGEMENT** | |
| AS 3660.1 for new buildings |  |
| AS 3660.2 for in and around existing buildings and structures |  |
| Chemical soil barrier reticulation system to NCC and AS 3660.1 |  |
| Fipronil termiticide for schools |  |
| Termite protection collars |  |
| Certificate of installation |  |
| Durable notice |  |
| **TIMBER GENERALLY** | |
| Timber products meet Responsible Woods (RW) or Forestry Stewardship Council (FSC) Certification |  |
| Allowances made for unseasoned timber |  |
| Durability class meets minimum requirements |  |
| Preservative treatment to AS 1604.1 |  |
| **RECYCLED PLASTIC GENERALLY** | |
| Characteristics as specified |  |
| **TESTS** | |
| Accredited testing laboratory (NATA, or recognised by NATA) |  |
| **COMPLETION** | |
| Warranties provided in the name of the Principal |  |
| Operation and maintenance manuals provided |  |
| Clean work area |  |
| Surveyor’s certificate provided when specified |  |
| Services layout plan submitted |  |
| **CONTRACTORS RESPONSIBILITIES AND SUBMISSIONS** | |
| Permit to Build |  |
| Occupancy Certificate |  |
| Contractors Environmental Management Plan (CEMP) |  |
| Inspection Test Plans (ITPs) |  |
| Project Control Plan (PCP) |  |
| As constructed drawings |  |
| Plant and equipment list |  |
| Maintenance and servicing schedule |  |
| Services and utilities transferred into client or occupant(s) name |  |
| **AUTHORITIES APPROVALS** | |
| Provided when specified |  |
| **AS CONSTRUCTED INFORMATION** | |
| As specified |  |
| Amended drawings procedure |  |
| **WORK HEALTH SAFETY (WHS)** | |
| Comply with Work Health Safety (N.U.L) Act |  |
| **ASBESTOS** | |
| Comply with requirements of NT Worksafe, and with Work Health Safety (N.U.L) Act and Regulations |  |
| **VOLATILE SUBSTANCES MANAGEMENT** | |
| Details provided as specified |  |
| **PROJECT NOTICE BOARD** | |
| Conform to NTG Standard drawings |  |
| **CONSTRUCTION INDUSTRY WHITE CARD** | |
| Current White Card issued by RTO – all workers onsite |  |

Action Required - ITC issued on items that do not comply

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DEPARTMENT OF INFRASTRUCTURE planning and logistics

CHECK LIST – SSSBW 02 SITE PREPARATION

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| PROJECT |  | SPEC.NO. |  |
| Checked by |  | Title |  |
| Work lot |  | Date |  |

TESTS

Give sufficient notice so that the Superintendent may witness testing:

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| Spec. Ref. | Item | Checked – Initial & date |
| 2.9.10 | Tests - Required compaction achieved |  |
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COMPLIANCE CHECKS – Refer Specification

| **Item** | **Checked - Initial & Date** |
| --- | --- |
| **GENERAL** | |
| Groundworks for slabs and footings to AS 2870 |  |
| Earthworks to AS 3798 |  |
| Site classification to AS 2870 and NCC Volume 2 |  |
| **DEMOLITION** | |
| To AS 2601 |  |
| Photographs pre demolition |  |
| Demolished materials are removed from site – saved for salvage or recycling or re use |  |
| Dust protection provided as specified |  |
| Damage made good |  |
| Temporary supports provided |  |
| Weather protection provided where specified |  |
| Security provided where specified |  |
| **TREE PROTECTION** | |
| Trees to be removed are clearly marked |  |
| Protection provided to trees to be retained to AS 4970 |  |
| Check for any damage to retained trees – compensation if damage occurs |  |
| **CONTROL AND PROTECTION** | |
| Erosion control in place |  |
| Washout not flowing in to stormwater drains and waterways |  |
| Dewatering measures in place |  |
| **SITE CLEARING** | |
| Limit clearing to specified areas only |  |
| Ground vegetation removed |  |
| Ground vegetation mulched |  |
| Stumps grubbed out as specified |  |
| Topsoil stockpiled and protected from contamination. Max height 2 m |  |
| Waste material removed from site |  |
| **EXCAVATION** | |
| DIAL BEFORE YOU DIG and underground services location service to determine presence of underground utility services |  |
| Existing underground services marked |  |
| Foundations meet design bearing capacity |  |
| Grade to give fall away from buildings |  |
| Shoring and underpinning if specified |  |
| **SURFACE PREPARATION** | |
| Stripping to AS 3798 |  |
| Loose material, debris, organic matter removed |  |
| Fill provided as specified |  |
| Fill placement to NCC and as specified |  |
| Moisture content as specified |  |
| Density to Fill Density Table |  |
| Compaction tests received – compaction to specified density |  |
| **ROADWORKS** | |
| As specified - to SSRW or to Civil Works in Major Building Works Master Specification |  |
| **SANDLAYER** | |
| Material and installation as specified |  |
| **PILING** | |
| Bored piers installed as specified – holes cleaned out |  |
| Screw in foundations as specified |  |
| **SERVICE TRENCHES** | |
| Trench widths correct |  |
| Backfill as specified |  |
| Backfill compacted to required density |  |

Action Required - ITC issued on items that do not comply

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DEPARTMENT OF INFRASTRUCTURE planning and logistics

CHECK LIST – SSSBW 03 CONCRETE CONSTRUCTION

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| PROJECT |  | SPEC.NO. |  |
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| Work lot |  | Date |  |

TESTS

Project/production tests – records/reports kept onsite by contractor:

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| Spec. Ref. | Item | Checked – Initial and date |
| 3.4 | Compressive strength (AS 1379, AS 3600) |  |
| Slump – one per truck (AS 1379) |  |
| Other quality parameters (AS 1379) |  |
| Sampling (AS 1012) |  |
| Making and curing test specimens |  |
| Embedded pressure pipes – leak tests before embedding |  |
| Liquid retaining structures (AS 3735) |  |

COMPLIANCE CHECKS – Refer Specification

| **Item** | **Checked - Initial & Date** |
| --- | --- |
| **PROCESS TESTING** | |
| Test authority NATA accredited |  |
| **SURFACE PREPARATION** | |
| Contaminants effectively removed |  |
| **GROUND SLAB VAPOUR BARRIER** | |
| Vapour barrier installed as specified |  |
| Joints lapped and sealed as specified |  |
| Vapour barriers and damp proof membranes to AS 2870 |  |
| **REINFORCEMENT** | |
| Reinforcement supports and ancillary items as specified |  |
| Reinforcement grade and origin identifiable |  |
| Dowels in one piece with ends cut square and free of burrs |  |
| Exposed dowel end primed as specified |  |
| Mesh minimum lap as specified |  |
| Mesh minimum cover as specified |  |
| **EMBEDDED ITEMS** | |
| Correct positioning as specified |  |
| Correct tolerances |  |
| Anchor bolts for structural steel to AS 4100 |  |
| Correct corrosion protected fixings as specified |  |
| Galvanised ferrous fixings to AS 4680 or AS 1214 |  |
| Embedded galvanized surfaces passivated |  |
| **CONCRETE** | |
| Pre mixed supply to AS 1379 |  |
| Correct concrete grade used as specified |  |
| Grout as specified |  |
| Concrete placing and compaction as specified |  |
| Hot weather requirements followed |  |
| Overheating of formwork and reinforcement - preventative measures approved and put in place when required |  |
| Concrete protected from premature drying |  |
| Stripping at/after minimum specified curing times |  |
| **TOLERANCES** | |
| Formwork within tolerance |  |
| Reinforcement within tolerance |  |
| Surface finish to AS 3610.1 and as specified |  |
| **JOINTS** | |
| Construction, slip and movement joints installed as specified |  |
| Crack inducer as specified |  |
| **SURFACE MODIFIERS** | |
| Approval required |  |
| Applied to manufacturer’s recommendations |  |
| **FINISH TO UNFORMED SURFACES** | |
| Correct screeding method used |  |
| Specified finish correct including levels and falls |  |
| **MISCELLANEOUS ITEMS** | |
| Correct strength 25 MPa |  |
| Clothes hoist footing as specified |  |
| Splash pads installed correctly and as specified |  |
| Mowing strips installed as specified |  |
| Gas cylinder pad installed as specified |  |
| Footpath crossing to local authority requirements |  |

Action Required - ITC issued on items that do not comply

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DEPARTMENT OF INFRASTRUCTURE planning and logistics

CHECK LIST – SSSBW 04 STEEL CONSTRUCTION

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| PROJECT |  | SPEC.NO. |  |
| Checked by |  | Title |  |
| Work lot |  | Date |  |

TESTS

Give sufficient notice so that the Superintendent may witness testing:

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| Spec. Ref. | Item | Checked – Initial and date |
| 4.5.3 | Weld tests |  |
| 4.7.1 | Protective coating site tests |  |
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COMPLIANCE CHECKS – Refer Specification

| **Item** | **Checked - Initial & Date** |
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| **MATERIALS AND COMPONENTS** | |
| Materials and components comply with specification requirements |  |
| Cold-formed sections to AS 1397 Z275 or AZ 150 |  |
| Girts and purlins to AS 1397 Z350 |  |
| Self-drilling screws to AS 3566.1 and AS 3566.2 |  |
| Flashing and damp-proof courses to AS/NZS 2904 |  |
| Galvanising mild steel components to AS 1214 or AS/NZS 4680 |  |
| Electrogalvanizing ferrous hollow and open sections to AS 4750 |  |
| Thermal break as specified |  |
| **STRUCTURAL STEEL** | |
| Certification of welders and welding supervisors to AS 1796 |  |
| Steelwork inspections as specified |  |
| Shop drawings supplied |  |
| Material grades as specified |  |
| **CONSTRUCTION** | |
| Foundation bolts provided as specified |  |
| Approval required for temporary connections |  |
| Approval required for bolt hole enlargement |  |
| Bolt grade 4.6/S |  |
| Welding as specified |  |
| Steel stumps cast in to concrete footings |  |
| Steel stumps galvanized - Duragal not permitted |  |
| Concrete footing for steel stumps to engineer’s design |  |
| Bituminous type protective coating in place |  |
| **PROTECTIVE COATING** | |
| Zinc based coatings:   * Applicators to be PCCP accredited * All foreign matter removed before application * Site testing of protective coating reports submitted * NATA accredited paint inspector details * Damage due to site work repaired on site after assembly, and unpainted connection areas to be coated |  |
| Hot dip galvanizing as specified |  |
| **LIGHT STEEL FRAMING** | |
| Steel stud framing system as specified |  |
| Fabrication as specified |  |
| Erection, and cleaning of cavities, as specified |  |
| Temporary earthing provided |  |
| Damp course as specified |  |
| **PRE-FABRICATED STEEL ROOF TRUSSES** | |
| Approved manufacturer details |  |
| Shop drawings supplied |  |
| Certification supplied |  |
| **STEEL BATTENS** | |
| Roof battens fixed as specified |  |
| Ceiling battens fixed as specified |  |

Action Required - ITC issued on items that do not comply

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DEPARTMENT OF INFRASTRUCTURE planning and logistics

CHECK LIST – SSSBW 05 FABRIC SHADE STRUCTURES

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| PROJECT |  | SPEC.NO. |  |
| Checked by |  | Title |  |
| Work lot |  | Date |  |

TESTS

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| Spec. Ref. | Item | Checked – Initial and date |
| 5.8 | Test reports – material strength |  |
| 5.12.1 | Suspension cables – system test reports |  |
| 5.13.2 | Waterproof membrane seam tests |  |
|  |  |  |
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COMPLIANCE CHECKS – Refer Specification

| **Item** | **Checked - Initial & Date** |
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| **DESIGN CRITERIA** | |
| Structural requirements as specified |  |
| Water run off properly considered |  |
| Sitting requirements as specified |  |
| **SPECIALIST FIRM** | |
| 5 years relevant experience |  |
| SWMS received |  |
| **DESIGN DRAWINGS** | |
| Shop drawings received |  |
| Section 40 received |  |
| Calculations received |  |
| **SAMPLES** | |
| Samples received |  |
| Technical data received |  |
| Manufacturer’s test reports received   * Material strength * UV stability * Flammability * The % shade when under tension * UV penetration when under tension * Manufacturer’s warranty |  |
| **BUILDING CERTIFICATION** | |
| Section 40 and Permit to Build received before starting works |  |
| Occupancy certificate received |  |
| **SUPPORT STRUCTURE** | |
| Support poles are completely sealed |  |
| Continuous fillet welds |  |
| Coatings and finishes as shown on drawings |  |
| **PROTECTIVE COATING** | |
| Hot dip galvanizing as specified |  |
| Inorganic zinc silicate as specified |  |
| Fasteners as specified |  |
| Epireze 215 coating as specified |  |
| **SUSPENSION CABLES AND FITTINGS** | |
| Suspension cables   * Stainless steel wire rope, grade 316 * Swaging system employed and test results received |  |
| Terminal connections   * Stainless steel grade 316 |  |
| Membrane anchor plates   * Aluminium alloy or stainless steel Grade 316 * Finish smooth rounded arrises |  |
| Weak links   * As specified |  |
| **MEMBRANE FABRIC** | |
| Shade fabric   * Material as specified * Seams as specified * Stitching as specified * Perimeter reinforcing as specified * Manufacturer’s warranty received |  |
| Waterproof membranes   * Material as specified * Manufacturer’s 10 year warranty received |  |
| **MEMBRANE INSTALLATION** | |
| Tensioning as specified |  |
| Installation free of ripples and creases |  |
| **AS CONSTRUCTED DRAWINGS** | |
| As constructed drawings received |  |
| **MAINTENANCE MANUAL** | |
| Maintenance manual received, 2 copies |  |
| **COMPLETION** | |
| Installation clean |  |
| Damaged paintwork made good |  |

Action Required - ITC issued on items that do not comply

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DEPARTMENT OF INFRASTRUCTURE planning and logistics

CHECK LIST – SSSBW 06 TIMBER CONSTRUCTION

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| PROJECT |  | SPEC.NO. |  |
| Checked by |  | Title |  |
| Work lot |  | Date |  |

COMPLIANCE CHECKS – Refer Specification

| **Item** | **Checked - Initial & Date** |
| --- | --- |
| **TIMBER FRAMING** | |
| Timber protected from weather |  |
| Timber identified as specified – branded, and supplier’s certificate |  |
| Preservative pressure treatment as specified |  |
| Timber grades as specified |  |
| Fasteners as specified |  |
| Self-drilling screws to AS 3566.1 and AS 3566.2 and appropriate corrosion resistance class |  |
| Structural adhesives to AS 1328.1 |  |
| Timber dimensions as specified |  |
| Allowance for movement of unseasoned timber |  |
| Bolts in contact with treated timber coated before installation |  |
| Plywood to AS/NZS 2269.0 |  |
| Structural sheet flooring grade F14, 17 mm |  |
| Timber decking   * Softwood to AS 4785.1 * Hardwood to AS 2996.1 * Qualities as specified * Joints staggered and over joists * 4 mm gap * Adhesive used in addition to screws * Countersunk screws (or stainless steel nails) 2 per joist * Finish as specified |  |
| Fibre cement flooring compressed sheets to AS/NZS 2908.2   * Type and thickness is as specified * End joints staggered * Fixing as specified * Expansion joints installed as specified |  |
| Wall framing sizes and grades as specified |  |
| Flashings as specified |  |
| Damp-proof courses to AS/NZS 4200.1 |  |
| Floor framing bearers and joists as specified |  |
| Timber fasteners   * Washers to heads and nuts of all bolts and coach screws * Steel straps to AS 1397 Z275 minimum size as specified |  |
| **TIMBER ROOF TRUSSES** | |
| Nail plated timber roof trusses manufactured as specified |  |
| Nail plated prefabricated timber roof trusses installed to AS 4440 |  |
| Approved timber truss manufacturer name provided |  |
| Shop drawings provided |  |
| Trusses marked as specified |  |
| Certification provided |  |
| Support trusses installed |  |
| Ties and wind bracing provided |  |
| Fixing as specified |  |
| **MISCELLANEOUS** | |
| Roof battens   * Correct type * Fixed as specified |  |
| Ceiling battens   * Correct type * Fixed as specified |  |
| Valley boards as specified |  |
| Support for water containers to AS/NZS 3500.4 |  |

Action Required - ITC issued on items that do not comply

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DEPARTMENT OF INFRASTRUCTURE planning and logistics

CHECK LIST – SSSBW 07 BLOCK COSTRUCTION

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| PROJECT |  | SPEC.NO. |  |
| Checked by |  | Title |  |
| Work lot |  | Date |  |

COMPLIANCE CHECKS – Refer Specification

| **Item** | **Checked - Initial & Date** |
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| **MATERIALS AND COMPONENTS** | |
| Steel components galvanized to AS 1214 or AS/NZS 4680 |  |
| Masonry units strength minimum 15 MPa to AS 4456.4 |  |
| Flashing and damp-proof courses to AS/NZS 2904 |  |
| Mortar materials   * Cement to AS/NZS 3972 * Sand as specified * Approval required for additives |  |
| Mortar mix as specified |  |
| **CONSTRUCTION GENERALLY** | |
| Joints installed where specified |  |
| Rod as specified |  |
| Stretcher bond |  |
| Bedding as specified |  |
| Perpends vertically aligned |  |
| Building in wall ties and accessories |  |
| Steel door frames filled with mortar |  |
| Facework – preferred face nominated |  |
| Colour range evenly distributed for unpainted face work |  |
| Sills pinned to bond beam at 600 mm centres |  |
| Unpainted facework clean as specified |  |
| Chasing as specified |  |
| Rate of construction to not compromise integrity of work |  |
| Protect works and materials and components |  |
| **DAMP PROOF COURSES** | |
| Installed where specified |  |
| Black pigment (Cementaid Calblack, colour: black) |  |
| **SEALING OF REVEALS AT OPENINGS** | |
| Openings sealed as specified |  |
| **CONTROL OF MOVEMENT** | |
| Joints comply with AS 4773.1 |  |
| Blockwork control joints installed as specified |  |
| Flexible ties and anchors provided |  |
| Joint materials installed as specified |  |
| **STEEL LINTELS** | |
| Cold formed lintels to AS AS/NZS 4600 |  |
| Steel flats and angles to AS 4773.1 |  |
| Mild steel galvanized to AS/NZS 4680 and corrosion protection to AS/NZS 2699.3 |  |
| Installation as specified |  |
| **REINFORCED MASONRY** | |
| Cleaning out blocks provided, cores cleaned out |  |
| Bond beams installed as specified |  |
| Starter bars secure |  |
| Lintel blocks installed as specified |  |
| Core filling grout is as specified   * Core holes * Bond beams * Lintels |  |

Action Required - ITC issued on items that do not comply

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DEPARTMENT OF INFRASTRUCTURE planning and logistics

CHECK LIST – SSSBW 08 INSULATION, SARKING AND PLIABLE MEMBRANES

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| PROJECT |  | SPEC.NO. |  |
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| Work lot |  | Date |  |

COMPLIANCE CHECKS – Refer Specification

| **Item** | **Checked - Initial & Date** |
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| **MATERIALS AND COMPONENTS** | |
| Insulation as specified |  |
| Pliable material heavy duty to AS/NZS 4200.1 |  |
| Wire support to roof insulation as specified |  |
| **INSTALLATION** | |
| R values as specified |  |
| General installation requirements as specified   * Reflective * Bulk |  |
| Bulk insulation to AS 3999, and clearances to AS/NZS 3000, and as specified |  |
| Pliable material to AS/NZS 4200.2 and NCC |  |
| Wall sarking heavy duty and as specified |  |
| Roof sarking heavy duty and as specified |  |
| Combined insulation and sarking heavy duty to AS/NZS 4859.1 |  |
| **VAPOUR BARRIER** | |
| V.C.M. Class 1 to AS/NZS 4200.1 |  |
| Classified Water Barrier to AS/NZS 4200.1 |  |
| Installation to AS/NZS 4200.2 and as specified   * Roof * Masonry walls * Framed wall construction * Elevated structures * Where roof beams pass through the vapour barrier * Large penetrations * Where box gutters are incorporated into the roof design |  |
| Continuous air conditioning, additional requirements as specified |  |
| Laps fully sealed and fixed as specified |  |
| **Acoustic Insulation** | |
| Wall acoustic installation as specified |  |
| Ceiling acoustic installation as specified |  |
| Minimum required thermal and sound insulation levels are achieved |  |
| Rw levels as specified |  |

Action Required - ITC issued on items that do not comply

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DEPARTMENT OF INFRASTRUCTURE planning and logistics

CHECK LIST – SSSBW 09 ROOFING

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| PROJECT |  | SPEC.NO. |  |
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| Work lot |  | Date |  |

COMPLIANCE CHECKS – ROOFING

| **Item** | **Checked - Initial & Date** |
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| **GENERAL** | |
| Components and work kept clean. Damage repaired |  |
| Allow for thermal movement to manufacturer’s instructions/manuals |  |
| Keep incompatible components separated to prevent corrosion |  |
| **MATERIAL AND COMPONENTS** | |
| Materials moisture free and undamaged |  |
| Materials rust free and white rust free |  |
| Roof material 0.48 mm BMT |  |
| Safety mesh to AS 4389 |  |
| Pre-painted steel complies with AS/NZS 2728 |  |
| Thermal break R value 0.2 minimum |  |
| Flashing to match roofing sheets 0.55 mm BMT |  |
| Ensure only approved metal fixings are used |  |
| Roof screw type, including cyclone washers to be corrosion resistant, as specified |  |
| Self-drilling screws to comply with AS 3566.1 and AS 3566.2 |  |
| Roof lights to Deemed to Comply |  |
| Roof spacers as specified |  |
| **METAL ROOFING INSTALLATION** | |
| Design and installation to AS 1562.1 |  |
| Corrosion protection to NCC volume 2 |  |
| Prepainted and organic film/laminate products to AS 2728 |  |
| Fixing to Deemed to Comply |  |
| Pitch minimum as specified |  |
| Alignment correct and within tolerance |  |
| Visible accessories have same finish as roof sheets |  |
| Valleys turned up at ridge |  |
| Pans turned down into gutters |  |
| Eaves and ridge fillers fitted |  |
| Materials as specified |  |
| Fixing clips in place and fixed in accordance with manufacturer’s instructions |  |
| Trims and cappings as specified |  |
| Swarf and debris removed from roof |  |
| **ROOF PLUMBING** | |
| To AS/NZS 3500.3 |  |
| Metal and rainwater goods to AS/NZS 2179.1 |  |
| Flashings and cappings, correct material and fixings; to AS/NZS 2904 |  |
| Gutters, size, fixings and overflows correct. To AS/NZS 2179.1 and to AS/NZS 3500.3 |  |
| Downpipes, size, fixings and materials as specified |  |
| Box gutters, down pipes to box gutters, and built in, or covered, downpipes, to be stainless steel grade 316 |  |

Action Required - ITC issued on items that do not comply

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DEPARTMENT OF INFRASTRUCTURE planning and logistics

CHECK LIST – SSSBW 10 DOORS AND WINDOWS

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| PROJECT |  | SPEC.NO. |  |
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| Work lot |  | Date |  |

COMPLIANCE CHECKS – Refer Specification

| **Item** | **Checked - Initial & Date** |
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| **MATERIALS AND COMPONENTS** | |
| Information provided with items when delivered |  |
| Flashings to AS/NZS 2904 |  |
| Metal finishes to AS 1789 (zinc plating) and AS/NZS 1866 (aluminium extrusions) |  |
| Anodising to AS 1231 |  |
| Thermoset powder coating AS 3715 |  |
| Glass   * Selection and installation to AS 1288 * Types and quality to AS/NZS 4667 * Safety glazing to AS/NZS 2208 |  |
| Doors to AS 2688, AS 2689, AS 1909 |  |
| Security screens, grilles, fire doors and garage doors, as specified |  |
| Windows selection complies with AS 2047 |  |
| Preglazing: bushfire screens to NCC and AS 3959 |  |
| Lockset and hardware to AS 4145 |  |
| **CONSTRUCTION GENERALLY** | |
| Installation   * Windows to AS 2047 * Security screens to AS 5040 |  |
| Flashing and weatherings in place to avoid water penetration |  |
| All doorsets and windows installed plumb, level, straight and true |  |
| Doorsets and windows adequately fixed or anchored to building structure |  |
| **STEEL DOOR FRAMES** | |
| Specified frames and necessary accessories used |  |
| All welds ground smooth and welded joints galvanised prior to priming |  |
| Frames in masonry to be built in |  |
| Packing behind fixing points |  |
| **TIMBER DOORS** | |
| Ensure specified door type is used (NT designated or other) |  |
| **EDGE STRIP** | |
| Hardwood edge strip to all edges |  |
| **TOLERANCE** | |
| As specified |  |
| **PAINTING** | |
| All areas subject to paint removal, primed prior to hanging |  |
| Undercoat to all surfaces and minimum 1 finishing coat |  |
| Same colour used both faces |  |
| **HINGES** | |
| Number of hinges is as specified |  |
| **DOOR FURNITURE** | |
| Fasteners as specified |  |
| Hinges to suit door as specified |  |
| Door stops installed |  |
| Door seals secured to external doors and adjusted correctly |  |
| **SLIDING INTERNAL DOORS** | |
| All accessories including wheel carriages are appropriate to the size and mass of door |  |
| **SECURITY SCREEN DOORS AND WINDOW GRILLES** | |
| Infill mesh secured to extruded aluminium frames |  |
| Hinges and pneumatic closer functioning correctly |  |
| Comply with AS 5039 and AS 5040 |  |
| Method of tests comply with AS 5041 |  |
| **ROLLER SHUTTERS** | |
| Manual operation – fixings and operation handle functioning |  |
| Motorised operation – Operating switch secure and functioning |  |
| Comply with AS 1170.2 for wind action resistance |  |
| **LOCKSETS** | |
| Comply with AS 4145 series |  |
| Mounting height as specified |  |
| Ensure all passage, privacy and key-lockable sets are functioning correctly |  |
| 2 keys provided for each lockset |  |
| **WINDOWS** | |
| Assemblies comply with AS/NZS 1170.1, AS/NZS 1170.2, AS 4055, AS 1288 and AS 2047 |  |
| Sub sills for masonry openings in place |  |
| Shop drawings received |  |
| Certification received |  |
| **GLAZING** | |
| Glass thickness to AS 1288 |  |
| Glass type is as specified |  |
| Safety mirrors to AS/NZS 2208 |  |
| Glazed shower screens as specified |  |
| Mirror edges sealed |  |
| **CONSTRUCTION** | |
| All fixings not visible on exposed side |  |
| Insect screens clipped in place as specified |  |
| Security screens and grilles to AS 5039 |  |
| Security screens and grilles installation fixed with tamper resistant fasteners and to AS 5040 |  |
| Debris screen to AS 1170.2 |  |
| Louvre windows glass louvre blades arrised edges and to AS 1288 |  |
| **INSTALLATION** | |
| Water is prevented from entering the building |  |
| Finish neat and clean |  |
| **COMPLETION** | |
| Temporary protection removed |  |

Action Required - ITC issued on items that do not comply

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DEPARTMENT OF INFRASTRUCTURE planning and logistics

CHECK LIST – SSSBW 11 CLADDING AND LINING

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TESTS

Give sufficient notice so that the Superintendent may witness testing:

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| Spec. Ref. | Item | Checked – Initial and date |
| 11.4.4 | Aluminium composite panels – EW to AS 5113 and material group number 1 to AS 5637.1 |  |
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COMPLIANCE CHECKS – Refer Specification

| **Item** | **Checked - Initial & Date** |
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| **GENERAL** | |
| Substrate alignment true |  |
| No direct contact between incompatible metals or between items incompatible with treated timber |  |
| **MATERIALS AND COMPONENTS** | |
| All materials free from corrosion – no rust, no white rust, no damage |  |
| Flashing material as specified and to AS/NZS 2904 |  |
| Sarking material as specified and to AS 4200.1 |  |
| Steel nails to AS/NZS 4680 (hot dipped galvanised) and AS 3566 (self-drilling screws) |  |
| Aluminium composite panel cladding   * As specified * Aluminium composite panel report received * Documentary evidence of supplied material * Labelling as specified |  |
| **PLASTIC CLADDING** | |
| Unplasticised polyvinyl chloride to AS 4256.4 |  |
| Glass fibre reinforced polyester to AS 4256.3 |  |
| Polycarbonate to AS 4256.5 |  |
| Installation complies with AS 1562.3 |  |
| **FIBRE CEMENT CLADDING** | |
| To AS/NZS 2908.2 |  |
| Type A, category 3 |  |
| Fibre cement planks as specified |  |
| Fibre cement sheet cladding as specified |  |
| Eaves and soffit lining as specified |  |
| Fixings to Deemed to Comply and manufacturer’s recommendations |  |
| **COMPRESSED FIBRE CEMENT CLADDING** | |
| 9 mm thickness |  |
| Joints as specified |  |
| Fixing as specified and to manufacturer’s recommendations |  |
| **SHEET METAL CLADDING** | |
| Fixings to Deemed to Comply and manufacturer’s recommendations |  |
| Design and installation comply with AS 1562.1 |  |
| Visible accessories to match cladding finish |  |
| Swarf and other debris removed |  |
| **LINING** | |
| Fibrerock for vulnerable walls |  |
| Plasterboard to AS/NZS 2588 |  |
| Fibre cement to AS/NZS 2908.2, Type B, Category 2, minimum thickness 4.5mm |  |
| Fasteners as specified |  |
| **PLASTERBOARD INING** | |
| Installation as specified |  |
| Framed construction screw or nail or combine with adhesive |  |
| Masonry construction adhesive fix |  |
| Joints   * Flush jointing materials correct * Control joints in position |  |
| **FIBRE CEMENT SHEET LINING** | |
| Correct fixing used |  |
| Joints as specified |  |
| Joint materials as specified |  |
| **TONGUE AND GROOVE LINING** | |
| All boards fixed with a continuous grain pattern |  |
| Visible nail heads treated as specified |  |
| Joints as specified |  |
| **PLASTIC LAMINATE** | |
| Joins sealed |  |
| **ACOUSTICAND DECORATIVE FABRIC LINING** | |
| Group number classification 1 |  |
| Noise Reduction Coefficient (NRC) 0.40 minimum |  |
| Aluminium capping used as specified |  |
| Substrate prepared as specified |  |
| Accredited installers used as specified |  |
| Pile running in the same direction |  |
| Warranties received:   * Material * Workmanship |  |
| **APPLIED WALL FINISHES** | |
| Group number to AS 5637.1 |  |
| Substrate prepared as specified |  |
| Accredited installers used as specified |  |
| Installation as specified |  |
| Care and maintenance instructions received |  |
| Warranties received:   * Material * Workmanship |  |
| **TRIM** | |
| Timber or MR MDF and as specified |  |

Action Required - ITC issued on items that do not comply

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DEPARTMENT OF INFRASTRUCTURE planning and logistics

CHECK LIST – SSSBW 12 SUSPENDED CEILINGS

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| Work lot |  | Date |  |

COMPLIANCE CHECKS – Refer Specification

| **Item** | **Checked - Initial & Date** |
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| **GENERAL** | |
| Performance criteria technical data for loading received |  |
| Approved fixers details |  |
| Resistance against earthquake actions |  |
| Approved installers used |  |
| No mixing of systems |  |
| **MATERIALS AND COMPONENTS** | |
| All materials are as specified |  |
| Acoustic tiles as specified |  |
| Materials and finishes comply with Australian Standards |  |
| Fasteners as specified |  |
| **CONSTRUCTION GENERALLY** | |
| Main tees at 600 mm |  |
| Margins equal, or to drawings |  |
| Solid tiles to perimeter |  |
| Support members – galvanised and adjustable |  |
| No purlin clips used for top fixing |  |
| Check for looseness or rattling of components |  |
| Service penetrations as specified |  |
| Cutting tiles as specified |  |
| Paint finish to cut tile edges |  |
| Bracing fitted to prevent lateral movement |  |
| Fasteners not visible |  |
| Bulkheads braced and have same performance characteristics as rest of ceiling |  |
| Tiles painted before installation |  |
| Plasterboard panel installation as specified |  |
| Panel lock clips fitted if required |  |
| Plasterboard lining flush sheet as specified |  |
| Tiles seated evenly within grid |  |
| No visible damage to tile, edges |  |
| Flush jointing materials – finish as specified |  |
| **ACCESSORIES AND TRIM** | |
| Check all accessories and trims are provided |  |
| Control joints in position |  |
| Openings provided for light fittings, services, etc. |  |
| Access panels provided and correctly finished |  |
| **FINAL CHECK** | |
| Ceiling complete – No visible defects |  |

Action Required - ITC issued on items that do not comply

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DEPARTMENT OF INFRASTRUCTURE planning and logistics

CHECK LIST – SSSBW 13 RENDERING AND PLASTERING

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| PROJECT |  | SPEC.NO. |  |
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| Work lot |  | Date |  |

COMPLIANCE CHECKS – Refer Specification

| **Item** | **Checked - Initial & Date** |
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| **MATERIALS AND COMPONENTS** | |
| Sand as specified |  |
| GP cement to AS 3972 |  |
| Gypsum plaster as specified |  |
| Accessories as specified |  |
| Lime putty and sand mixed 24 hours before use |  |
| Gauged mixes as specified |  |
| Terminations as specified |  |
| **SUBSTRATE** | |
| Defects in substrate repaired |  |
| Untrue substrate second coat if required |  |
| Loose material and dust removed from substrate |  |
| Embedded items sheathed. Prime if steel and not galvanized |  |
| Metal laths fixed over chases or recesses |  |
| Metal backgrounds – metal lath |  |
| Dense concrete backgrounds – mechanical key |  |
| **RENDERING AND PLASTERING PARTICULAR REQUIREMENTS** | |
| Number of coats and thickness as specified |  |
| Tolerances to SA HB 161 and as specified |  |
| Temperatures within acceptable range |  |
| Curing even and to required timeframe |  |
| V joints installed as specified   * Junctions between different substrate materials * Abutments with other finishes * Abutments with metal door frames |  |
| Trim and beads – as specified – only stainless steel corner beads for render work |  |
| Correct finish as specified or as shown on drawings |  |
| Control joints installed as specified |  |
| **ACRYLIC BASED POLYMER RENDER SYSTEM** | |
| Substrate preparation as specified |  |
| Application, thickness, and drying time as specified |  |
| Overcoat compatible with render system |  |

Action Required - ITC issued on items that do not comply

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DEPARTMENT OF INFRASTRUCTURE planning and logistics

CHECK LIST – SSSBW 14 JOINERY AND FIXTURES

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| Work lot |  | Date |  |

COMPLIANCE CHECKS – Refer Specification

| **Item** | **Checked - Initial & Date** |
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| **MATERIALS AND COMPONENTS** | |
| Joinery timber as specified |  |
| Plywood   * Interior use to AS/NZS 2270 * Interior use, exposed to moisture to AS/NZS 2271 |  |
| Particleboard to AS/NZS 1859.1 |  |
| Moisture resistant medium density fibreboard to AS/NZS 1859.2 |  |
| Decorative overlaid wood panels to AS/NZS 1859.4 |  |
| Wet processed fibreboard to AS/NZS 1859.4 |  |
| Timber veneer grades as specified |  |
| High pressure decorative laminated sheet class as specified |  |
| Laminate thickness as specified |  |
| Moisture content checked |  |
| Timber finished to required dimensions |  |
| **CONSTRUCTION GENERALLY** | |
| Components manufactured square and installed plumb |  |
| Openings framed and trimmed |  |
| Joints kept to a minimum |  |
| Fasteners and adhesives used correctly |  |
| No visible fixings except where specified |  |
| Plinths, benchtops, splashbacks, ends, kickboards and returns scribed to follow line of wall/floor |  |
| Exposed edges finished to match faces |  |
| **CUPBOARD AND DRAWER UNITS** | |
| Plinth material and installation as specified |  |
| Carcasses, drawer fronts, shelves and door material and installation as specified minimum 18 mm thick |  |
| Adjustable shelves 18 mm thick to 600 mm span. 32 mm thick to 800 mm span |  |
| Door and drawer hardware as specified |  |
| Self closing action and hold open function operating as specified |  |
| Drawer units operating smooth and true |  |
| Laminated benchtops as specified |  |
| **CEILING ACCESS** | |
| Access panel provided as specified |  |
| **FIRE FIGHTING** | |
| Extinguishers and location signs to AS/NZS 1841.1 and to AS 2444 |  |
| Fire blankets and location signs to AS/NZS 3504 and to AS 2444 |  |
| **DISPLAY BOARDS** | |
| Specified display board supplied |  |
| White board screw fixed to wall as specified |  |
| Pin boards screw fixed to wall as specified |  |
| **CLOTHES HOISTS AND LINES** | |
| Specified clothes hoist supplied |  |
| Clothes hoist installed in required position |  |
| **GRAB RAILS** | |
| Comply with AS 1428.1 |  |
| **LETTERBOXES** | |
| Comply with AS/NZS 4253 |  |
| Locks provided if specified |  |
| Installed as specified |  |

Action Required - ITC issued on items that do not comply

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DEPARTMENT OF INFRASTRUCTURE planning and logistics

CHECK LIST – SSSBW 15 TILING

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| Work lot |  | Date |  |

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| Spec. Ref. | Item | Checked – Initial and date |
| 15.4.8 | Substrate curing – Moisture test - Hygrometer test |  |
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COMPLIANCE CHECKS – Refer Specification

| **Item** | **Checked - Initial & Date** |
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| **GENERAL** | |
| Ceramic tiles to AS 3958.1 and to AS 3958.2 |  |
| Slip resistance of new pedestrian surfaces to AS 4586. |  |
| **MATERIALS AND COMPONENTS** | |
| Ceramic tiles as specified |  |
| Accessories as specified |  |
| Trims as specified |  |
| Adhesives ISO 13007.1 and as specified |  |
| Mortar materials as specified |  |
| Grout as specified |  |
| **SUBSTRATES CURING** | |
| Substrate cured as specified before tiling |  |
| Moisture content test results received |  |
| **SUBSTRATES PREPERATION** | |
| Substrate preparation as specified |  |
| External corners rounded or arris edge |  |
| Absorbent substrates dampened |  |
| Scabbling to dense concrete |  |
| **SAMPLES** | |
| Sample tiles and accessories provided as specified |  |
| **WATERPROOFING WET AREAS** | |
| Comply with AS 3740 |  |
| Membranes to AS/NZS 4858 |  |
| Extent to NCC |  |
| Membrane as specified |  |
| Falls as specified |  |
| Water stop angles at door thresholds and shower enclosures |  |
| Bond breaker materials and installation as specified |  |
| Sealants waterproof, flexible, mould-resistant and compatible with host materials installation   * Floor wastes: Membrane turned down into floor wastes and puddle flanges * Hobs: Membrane extended as specified * External tiling: Waterproof membrane provided * Membrane fully cured before tile installation |  |
| All floors and wall to floor junctions sealed |  |
| **TILING** | |
| Fix wall tiles before floor tiles |  |
| Tiles cut neatly to fit around fixtures |  |
| Traffic kept off of floors until bedding attains a workable strength |  |
| Tiles set out to give uniform joint widths as specified |  |
| Falls and levels as specified |  |
| Tiles prepared as specified |  |
| Floor finish dividers in place as specified |  |
| Bath ventilation tiles installed |  |
| Surplus grout removed |  |
| All sealed joints finished flush with tile surface as specified |  |
| Control joints installed to floors and walls as specified |  |
| **JOINTS AND ACCESSORIES** | |
| Sealant joint as specified |  |
| Control joints as specified |  |

Action Required - ITC issued on items that do not comply

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DEPARTMENT OF INFRASTRUCTURE planning and logistics

CHECK LIST – SSSBW 16 PAINTING

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| Work lot |  | Date |  |

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| Spec. Ref. | Item | Checked – Initial and date |
| 16.6 | Environmental test reports |  |
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COMPLIANCE CHECKS – Refer Specification

| **Item** | **Checked - Initial & Date** |
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| **GENERAL** | |
| Performance as specified |  |
| Hot dip galvanizing as specified |  |
| DuraGal components not used |  |
| **MATERIALS AND COMPONENTS** | |
| Low VOC paint used, manufacturer’s specifications received |  |
| Paint is premium quality and from an approved manufacturer |  |
| APAS specification number received for all paints |  |
| Approval required for spray painting |  |
| Delivery dockets received |  |
| Paint is new, manufacturer labelled and unopened |  |
| **GENERAL PAINTING** | |
| ITPs received |  |
| Applicators PCCP accredited |  |
| Manufacturer’s warranties received |  |
| Applicator’s warranties received |  |
| Substrate clean and sound and complies with:   * AS/NZS 2311 – Unpainted surfaces * AS/NZS 2311 – Previously painted and in good condition * AS/NZS 2311 – Previously painted and in poor condition * AS 2312.1 and AS 1627.1 – Steel with protective coatings |  |
| Mould remediation as specified |  |
| Protection - drop sheets and masking as specified |  |
| All door furniture, switch plates, light fittings and other fixtures removed prior to painting, and refixed on completion of painting |  |
| Wet paint warning signs displayed as specified |  |
| Damaged surfaces patched and primed |  |
| Ensure clear timber finishes are complete before commencing opaque finishes in the same area |  |
| Filler used matches the substrate for transparent finishes |  |
| First coat applied immediately before substrate contamination can occur |  |
| Ensure each coat of paint or clear finish is:   * Uniform in colour, thickness and texture * Free from runs, sags, blisters or other discontinuities * Exposed roof trim, timber doors including tops and bottoms primed with approved sealer before fixing * Galvanised or Zinc surfaces that have been cut or welded primed with approved sealer * Any damaged surfaces restored to original condition * Any visible defects |  |
| **POWDER COATING** | |
| Aluminium surfaces: To AS 3715. |  |
| Steel or zinc coated surfaces: To AS 4506. |  |
| Substrate preparation as specified |  |
| Warranties received |  |

Action Required - ITC issued on items that do not comply

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DEPARTMENT OF INFRASTRUCTURE planning and logistics

CHECK LIST – SSSBW 17 FLOOR COVERINGS

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| Work lot |  | Date |  |

TESTS

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| Spec. Ref. | Item | Checked – Initial and date |
| 17.4 | Inspection - prepared substrate or underlay |  |
| 17.6.2 | Moisture content |  |
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COMPLIANCE CHECKS – Refer Specification

| **Item** | **Checked - Initial & Date** |
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| **GENERAL** | |
| Installation carried out by experienced fixers approved by floor covering supplier |  |
| Working environment as specified |  |
| Anti-microbial treatment – Carpets as specified |  |
| Insect resistance – Carpets as specified |  |
| **MATERIALS AND COMPONENTS** | |
| Wet processed fibreboard underlay as specified and to AS/NZS 1859.4 |  |
| Carpet underlay is as specified |  |
| Carpet tiles as specified |  |
| Adhesives low VOC and compatible with the floor covering material |  |
| Hot-melt adhesive tape as specified |  |
| **SUBSTRATE** | |
| All loose and deleterious materials removed |  |
| High spots and projections removed from substrate |  |
| Any depressions filled with approved filler |  |
| Fixtures and fittings removed and refixed in position on completion |  |
| Timber flooring has an evenly planed sanded finish, prior to installation |  |
| Concrete substrate tested for moisture content – results to Supervisor for approval to lay finishes |  |
| **LAYING CARPET** | |
| Complies with AS 2455.1 |  |
| Carpet laid in continuous lengths |  |
| Underlay joins do not coincide with carpet joins |  |
| Correct seaming method used as specified |  |
| Gripper strips are fixed at 150 mm maximum centres |  |
| Correct adhesive used, and carpet rolled immediately after installation and 1 hour later, as specified (do not roll foam backed carpet) |  |
| Edge strips fixed correctly as specified |  |
| All doors trimmed and resealed if required to clear carpet by 3 mm |  |
| Cleaning and protection as specified |  |
| **LAYING CARPET TILES** | |
| To AS 2455.2 and as specified |  |
| Cleaning and protection as specified |  |
| **LAYING RESILIENT FINISHES** | |
| Complies with AS 1884 |  |
| Sheet joints kept to a minimum |  |
| Sheets run parallel with long sides of floor |  |
| Tile set out from centre |  |
| Low VOC adhesive used and compatible with substrate |  |
| Welding joints fixed as specified |  |
| Junctions finish flush with adjoining surfaces |  |
| Vinyl skirting as specified |  |
| Rubber coved skirtings and margins as specified |  |
| Cover skirtings as specified |  |
| Cleaning and protection as specified |  |

Action Required - ITC issued on items that do not comply

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DEPARTMENT OF INFRASTRUCTURE planning and logistics

CHECK LIST – SSSBW 18 PLUMBING AND DRAINAGE

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| PROJECT |  | SPEC.NO. |  |
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| Work lot |  | Date |  |

TESTS

Give sufficient notice so that the Superintendent may witness testing;

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| Spec. Ref. | Item | Checked – Initial and date |
| 18.6 &18.7 | Hydrostatic testing   * Water pipes * Sanitary pipes |  |
| 18.15.4 | Gas – Pressure testing of pipes to be buried |  |
| 18.15.9 | Gas – Pressure test of installation |  |

COMPLIANCE CHECKS – Refer Specification

| **Item** | **Checked - Initial & Date** |
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| **GENERAL** | |
| NT licenced plumber |  |
| WaterMark products used |  |
| Products WELS labelled |  |
| Roof penetration as specified |  |
| **NOTICE OF COMMENCEMENT** | |
| Approved drawings received |  |
| **CONTRACTOR SUBMISSIONS** | |
| As installed drawings received |  |
| **MATERIALS AND COMPONENTS** | |
| Copper pipe materials as specified and complying with AS 1432, Type B |  |
| Galvanised steel pipe as specified and complying with AS 1074 |  |
| Polyethylene piping as specified |  |
| Polybutylene piping as specified |  |
| Exposed piping, fittings and supports finished as specified |  |
| Sanitary fixtures and tapware installed as specified |  |
| Toilet cisterns 4 star minimum rating to AS/NZS 6400 |  |
| **CONSTRUCTION GENERALLY** | |
| Piping installed in straight lines and to uniform grades |  |
| Piping support installed to prevent water hammer and vibration |  |
| Piping concealed where practicable |  |
| Sleeves provided to building penetrations |  |
| Cover plates provided as specified |  |
| Temporary covers on openings during construction work |  |
| Completed work flushed with water and cleaned |  |
| Pump stations - concrete |  |
| **STORMWATER** | |
| Comply with AS/NZS 3500.3 |  |
| Pipe spigot ends in the same direction as water flow |  |
| Pipe bedding as specified |  |
| Downpipe connections 50 mm above finished ground or pavement level |  |
| Subsoil drains trench width and materials as specified |  |
| Stormwater and inlet pits as specified |  |
| Table drains as specified |  |
| **WASTEWATER** | |
| Comply with AS/NZS 1547 |  |
| Certification received |  |
| Average and peak sanitary load calculations received before system ordered |  |
| Septic tank materials and standards as specified |  |
| Vent pipe installed as specified |  |
| **COLD AND HEATED WATER** | |
| Tap locations as specified |  |
| All accessories and fittings placed as specified |  |
| Water heater types confirmed and installed as specified |  |
| Temperatures control achieved via tempering device or thermostatic control device as specified |  |
| Isolation valves to water heaters |  |
| **RAINWATER TANKS** | |
| Metal tanks and rainwater goods to AS/NZS 2179.1 |  |
| Polyethylene Tanks to AS/NZS 4766 |  |
| Northern Territory environmental health requirements and guidance followed |  |
| Openings as specified |  |
| Accessories provided |  |
| Vermin and child proof access openings |  |
| Warranty provided |  |
| **FIRE HOSE REELS** | |
| Fire hose reel type and locations as specified |  |
| **LP GAS** | |
| NT licenced gasfitter |  |
| NT WorkSafe notified |  |
| Piping installed in straight lines and uniform grades |  |
| Buried pipes tested before being covered and before appliances connected |  |
| Depth of cover 450 mm minimum   * Warning tape installed as specified |  |
| Manufacturers certificate with AGA/ALPGA approval for appliance and gas type |  |
| Fire alarm activated isolation solenoid as specified |  |
| Gas bottles   * 2 x 45 kg gas cylinders with a manual change over valve supplied * Lockable ventilated enclosure if near public areas |  |
| Appliance installed as specified   * Compliance plate installed * Certificate of approval received prior to practical completion |  |

Action Required - ITC issued on items that do not comply

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DEPARTMENT OF INFRASTRUCTURE planning and logistics

CHECK LIST – SSSBW 19 ELECTRICAL INSTALLATIONS

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| PROJECT |  | SPEC.NO. |  |
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| Work lot |  | Date |  |

TESTS

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| Spec. Ref. | Item | Checked – Initial and date |
| 19.12.2 | Testing of telecommunications cabling systems as specified |  |
| 19.17.9 | Television system testing compliance certificate |  |
| 19.18 | Commissioning inspections and tests to AS/NZS 3000 |  |
| 19.18.2 | Test results and electrical certificate of compliance provided |  |

COMPLIANCE CHECKS – Refer Specification

| **Item** | **Checked - Initial & Date** |
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| **GENERAL** | |
| All switches, isolators, socket outlets in non-domestic installation to have circuit number and phase identification |  |
| Standby diesel generator as specified |  |
| UPS as specified |  |
| ACMA compliant |  |
| Seismic loading to AS 1170.4 |  |
| Fire resistance to AS/NZS 1530.1 |  |
| IP as specified |  |
| Operating environment as specified |  |
| Service conditions as specified |  |
| Vermin as specified |  |
| **STANDARDS, CODES, HANDBOOKS, AND LEGISLATION** | |
| All installations meet specified standards |  |
| All work complies with relevant legislation |  |
| **MATERIALS AND COMPONENTS** | |
| As specified |  |
| Works to be buried or concealed inspected before trenches filled, or cables and/or conduits concealed in the works |  |
| **CABLING** | |
| Mains and sub-main cabling in underground conduits as specified |  |
| 30% redundancy for commercial sites |  |
| Voltage drop shown on drawings |  |
| Earths to be sized to suit earth fault loop impedance. |  |
| **INSTALLATION GENERALLY** | |
| Cables and conduits concealed to allow for easy replacement of cables |  |
| Cables clipped and tied to roof beams for domestic installations |  |
| Commercial installations as specified |  |
| Small commercial installations as specified |  |
| Accessories installed as specified |  |
| Fixed appliances installed as specified |  |
| Luminaires installed as specified |  |
| **BUILDING PENETRATIONS** | |
| Fire-resisting building elements to BCA |  |
| Non-fire-resisting building elements as specified |  |
| Cable sleeves used as specified |  |
| Chases as specified |  |
| Approval required to penetrate:   * Structural building elements * Acoustic barriers * Other building services * Membrane elements |  |
| Waterproof seal between the membrane and the penetrating component as specified |  |
| External penetrations below grade as specified |  |
| Overflashing provided as specified |  |
| Escutcheon plates provided as specified |  |
| **CONSUMER MAINS AND METERING** | |
| Consumer mains installed and connected to mains service complying with Power and Water Corporation requirements |  |
| kWh meter installed by specified supply authority |  |
| Meter box to AS 6002 and installed to Power and Water Corporation requirements |  |
| **DOMESTIC DISTRIBUTION BOARD** | |
| Distribution board installed as specified |  |
| Cabinet to be large enough to house 4 spare poles |  |
| RCDs as specified |  |
| Instructions on how to use RCDs provided |  |
| **COMMERCIAL DISTRIBUTION BOARD** | |
| No custom made enclosures used |  |
| Full metal boards with lockable doors and hinged escutcheons used |  |
| 30% spare poles in each board. |  |
| RCD protection as specified |  |
| Circuit breaker type as specified |  |
| Legends supplied in Word format |  |
| **ACCESSORIES** | |
| Fire detection and alarm equipment to Fire Contractor’s Guide Book - Electrical |  |
| GPOs and light switches materials and installation as specified |  |
| Mounting heights as specified |  |
| Ceiling fans as specified |  |
| Smoke detectors as specified |  |
| Lighting as specified |  |
| Emergency lighting and exit signs to AS/NZS 2293 |  |
| Intruder alarm system to AS/NZS 2201.1 |  |
| **APPLIANCES** | |
| Hardwired as specified |  |
| **SOFTWARE OWNERSHIP AND ACCESS** | |
| Ownership of all software transferred to the Principal |  |
| Principal assigned unrestricted rights |  |
| Software upgrades installed |  |
| **TELECOMMUNICATIONS CABLING** | |
| Wiring complete as specified |  |
| Pre wiring complete prior to installation of linings, paving and or landscaping |  |
| **TELECOMMUNICATIONS OUTLETS** | |
| Installation as specified |  |
| Outlets:   * RJ45 * 8 way * Up to 3 per faceplate |  |
| Pinouts as specified |  |
| Cables:   * As specified * Bundled into looms * Not under stress |  |
| External as specified |  |
| Cable separation:   * To AS/CA S009 * Minimum 150 mm * As specified |  |
| Fly leads:   * To half of outlets installed |  |
| Patch cords:   * One per outlet |  |
| **EARTHING SYSTEM** | |
| To AS/CA S009 and as specified |  |
| **CABLE MANAGEMENT** | |
| Log book submitted |  |
| Identification and labelling of cables as specified |  |
| **TELEPHONES IN BUILDINGS** | |
| Installation as specified |  |
| **TELEVISION** | |
| Electromagnetic compatibility as specified |  |
| Cable bending radii to manufacturer’s recommendations |  |
| Distribution system as specified |  |
| Antennae conforms to specified standards |  |
| Remote areas - satellite dish if required for reception of signals |  |
| Antennae correctly positioned |  |
| Requirements for signal sources as required and as specified |  |
| Service entry and head end equipment as specified |  |
| Distribution systems and outlets as specified |  |
| Surge protection device provided |  |
| Television system testing certificate received |  |
| **COMMISSIONING** | |
| Any visual defects noticed |  |
| Complete installation handed over in working order |  |
| Test results received:   * Electrical certificate of compliance * Operations and maintenance manuals * Schedule of plant and equipment installed |  |
| Operations and maintenance manuals provided |  |
| Plant and equipment list provided |  |

Action Required - ITC issued on items that do not comply

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DEPARTMENT OF INFRASTRUCTURE planning and logistics

CHECK LIST – SSSBW 20 MECHANICAL INSTALLATIONS

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| Work lot |  | Date |  |

TESTS

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| Spec. Ref. | Item | Checked – Initial and date |
| 20.5.1 | Leakage testing  Dryness testing |  |
| 20.9.3 | Leakage testing |  |
| 20.11.1 | Test certificates, testing and commissioning, and balancing reports |  |
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COMPLIANCE CHECKS – Refer Specification

| **Item** | **Checked - Initial & Date** |
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| **GENERAL** | |
| Non-ducted air conditioners to AS/NZS 3823.1.1 |  |
| Ducted air conditioners AS/NZS 3823.1.2 |  |
| Ductwork for air handling systems in buildings to AS 4254.2 |  |
| Evaporative air coolers AS 2913 |  |
| Mechanical ventilation and air conditioning to AS/NZS 1668.1 and AS 1668.2 |  |
| Microbial control to AS/NZS 3666.1, AS/NZS 3666.2 and the recommendations of SAA/SNZ HB 32. |  |
| Refrigeration systems to AS/NZS 5149.1, AS/NZS 5149.2, AS/NZS 5149.3 and AS/NZS 5149.4. |  |
| Plumbing, drainage and water supply to AS/NZS 3500.0, AS/NZS 3500.1, AS/NZS 3500.2, AS/NZS 3500.3 and AS/NZS 3500.4 and the PCA. |  |
| Vibration severity in Zone A to ISO 20816 1 and ISO 10816-3. |  |
| **AIR CONDITIONERS** | |
| Efficiency to MEPS and AS/NZS 4776.2 |  |
| Split systems installed and tested as specified |  |
| Wall mounted indoor units installed as specified |  |
| Floor mounted indoor units installed as specified |  |
| Cassette indoor units installed as specified |  |
| Under ceiling indoor units installed as specified |  |
| Outdoor units installed as specified |  |
| Room air conditioners installed as specified |  |
| **INSTALLATION GENERALLY** | |
| Location conforms to drawings |  |
| Condensing units installation and locations as specified |  |
| Anti-vibration mounts correctly installed |  |
| Unit has recommended clearance requirements for airflow and maintenance |  |
| Pipework installed as specified |  |
| Pipework insulation installed as specified |  |
| Cyclone fixings as required |  |
| Wiring installed as specified |  |
| Connection of RAC is correct and as specified |  |
| Access for maintenance provided |  |
| Vandal proof enclosures to all remote areas, schools, and public accessible areas |  |
| **CONDENSATE DRAINS** | |
| Drains installed to required standards and codes   * NT Plumbing Code * AS/NZS 1477 * AS 2032 * AS/NZS 3666.1 |  |
| Drain size and type installed as specified |  |
| **FRESH AIR** | |
| Supply to AS 1668.2 |  |
| **DUCTWORK** | |
| Comply with required standards:   * Flexible duct to AS 4254.1 * Rigid ductwork to AS 4254.2 * Zinc coated sheet steel AS 1397/G2 Z275 |  |
| Fixed without sagging or restriction to airflow |  |
| Insulated to prevent heat gain and condensation |  |
| Vapour barriers installed |  |
| Leakage testing reports received |  |
| Comply with required standards |  |
| **FANS** | |
| Fan has quiet operation and free from vibration |  |
| Fan installation and positioning is as specified |  |
| **BUILDING PENETRATIONS** | |
| Fire-resisting building elements as specified |  |
| Non fire-resisting building elements as specified |  |
| Vapour barriers as specified |  |
| Water proofing vapour barriers as specified |  |
| Sleeves provided |  |
| **ROOF PENETRATION SYSTEM** | |
| Proprietary roof penetration system provided |  |
| Installation as specified |  |
| **COMMISIONING** | |
| Any visual defects noticed |  |
| Test certificates received |  |
| Operation and maintenance manuals provided |  |
| Schedule of plant and equipment installed provided |  |
| **MAINTENANCE LOG BOOKS** | |
| Maintenance log book provided as specified |  |

Action Required - ITC issued on items that do not comply

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DEPARTMENT OF INFRASTRUCTURE planning and logistics

CHECK LIST – SSSBW 21 FENCES

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| PROJECT |  | SPEC.NO. |  |
| Checked by |  | Title |  |
| Work lot |  | Date |  |

COMPLIANCE CHECKS – Refer Specification

| **Item** | **Checked - Initial & Date** |
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| **MATERIALS AND COMPONENTS** | |
| Galvanising mild steel components   * Threaded fasteners to AS 1214 * Other components to AS/NZS 4680 |  |
| Steel tubes to AS/NZS 1163 or AS 1074 |  |
| Wire, chainwire, cablewire, tiewire or barbwire to AS 2423 |  |
| Concrete to AS 1379, grade N25 |  |
| Self-drilling screws to AS 3566.1 |  |
| Steel framing to AS 1397, Z450 or AM 125 |  |
| Pre-painted steel sheeting to AS/NZS 2728 |  |
| Swimming pool fencing to AS 1926.1 and AS 1926.2 |  |
| **CONSTRUCTION GENERALLY** | |
| To Deemed to Comply manual |  |
| Section 40 certificates provided |  |
| Vegetation cleared from fence alignment |  |
| Boundary confirmed by surveyor |  |
| Locations of fence lines, gates, posts, and bracing panels marked |  |
| Footings have a firm base and vertical sides |  |
| Vertical posts follow natural contours of ground |  |
| Earth footings as specified |  |
| Concrete footings finished with a weathered top and falls from post to ground level |  |
| Drain holes provided as specified for bottom rails of steel panel fencing |  |
| Mowing strip installed as specified |  |
| **GATES** | |
| Gates and accessories provided and installed as specified |  |
| Hand access holes provided for external access to locking provision |  |
| **FENCE TYPES** | |
| Appropriate types installed |  |
| Installation is as specified |  |
| **BARRIERS AND BOLLARDS** | |
| Timber bollards as specified |  |
| Steel tube bollards as specified |  |
| Recycled plastic bollards as specified |  |

Action Required - ITC issued on items that do not comply

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DEPARTMENT OF INFRASTRUCTURE planning and logistics

CHECK LIST – SSSBW 22 PAVING

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| PROJECT |  | SPEC.NO. |  |
| Checked by |  | Title |  |
| Work lot |  | Date |  |

TESTS

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| Spec. Ref. | Item | Checked – Initial and date |
| 22.11 | Gravel driveway – compaction and proof rolling |  |
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COMPLIANCE CHECKS – Refer Specification

| **Item** | **Checked - Initial & Date** |
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| **GENERAL** | |
| Crossovers to council requirements and Austroads design guidelines |  |
| **MATERIALS AND COMPONENTS** | |
| Bedding sand as specified |  |
| Bitumen to AS 2008 |  |
| Mortar materials and mix proportions as specified |  |
| **CONSTRUCTION GENERALLY** | |
| Paving evenly graded |  |
| Falls are even and to drainage outlets |  |
| No ponding |  |
| **BASE COURSE** | |
| Subgrade prepared to a depth of 150 mm and as specified |  |
| Material type, particle size and clay content as specified |  |
| Base compacted to a firm and even surface and to minimum thickness as specified |  |
| **SPRAY SEALED SURFACING WORKS** | |
| Surface preparation as specified |  |
| Surface primed |  |
| Surface sealed as specified |  |
| **DENSE GRADES ASPHALT** | |
| Asphalt properties as specified |  |
| Surface preparation as specified |  |
| Materials mixed as specified |  |
| Spreading as specified |  |
| Compaction as specified |  |
| **UNIT PAVING** | |
| Paving units as specified |  |
| Cut pavers to maintain sharp edges and accurate joints and margins |  |
| Laying as specified |  |
| Concrete edge restraint provided as specified |  |
| **IN SITU CONCRETE PAVING** | |
| Concrete to AS 1379 N25 |  |
| Minimum thickness as specified |  |
| Subgrade prepared to a depth of 150 mm and as specified |  |
| Control joints installed correctly as specified |  |
| Expansion joints installed correctly as specified |  |
| Crack inducer installed to manufacturer’s instructions |  |
| Abutment to building with compression strip |  |
| Correct finishing method used as specified |  |
| Applied pattern if specified |  |
| **GRAVEL DRIVEWAY** | |
| Approved materials used |  |
| Minimum thickness and falls are correct |  |
| Compaction as specified |  |

Action Required - ITC issued on items that do not comply

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DEPARTMENT OF INFRASTRUCTURE PLANNING AND LOGISTICS

CHECK LIST – SSSBW 23 LANDSCAPE

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| Work lot |  | Date |  |

**TESTS**

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| Spec. Ref. | Item | Checked – Initial and date |
| 23.8.1 | Topsoil test documentation |  |
| 23.19.2 | Notice – inspection of works ready for testing |  |
| 23.19.3 | Hydrostatic testing |  |
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COMPLIANCE CHECKS – Refer Specification

| **Item** | **Checked - Initial & Date** |
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| **MATERIALS AND COMPONENTS** | |
| Concrete to AS 13279 |  |
| Potting mixes to AS 3743 |  |
| Site and imported topsoil to AS 4419 |  |
| Composites, soil conditioners and mulches to AS 4454 |  |
| **PREPARATION** | |
| Weeds eradicated |  |
| Surplus soil removed |  |
| Set out reflects drawings |  |
| **CONTRACTOR SUBMISSIONS** | |
| Topsoil sample and test documentation received |  |
| Mulch sample received |  |
| Irrigation design drawings received |  |
| Design drawings received |  |
| **SUBSOIL** | |
| Ripping depths:   * Compacted subsoil depth 300 mm * Heavily compacted clay subsoil depth 450 mm   Do not rip within retained trees driplines |  |
| Cultivation depth 100 mm minimum |  |
| Gypsum added as specified |  |
| **TOPSOIL** | |
| Sand based, free from unwanted matter, to AS 4419 |  |
| Terra Firma Organic Life or equivalent added as specified |  |
| Top soil from approved source, delivery records kept |  |
| Placing and consolidation of top soil as specified |  |
| Depth:   * Planting areas 250 mm * Irrigated grassed areas 150 mm * Grassed areas 100 mm |  |
| **TURFING** | |
| Even thickness, free from weeds |  |
| Delivery within 24 hours of cutting |  |
| Laying:   * Stretcher pattern with staggered joints * Parallel to level areas, and with contours on slopes * Within 36 hours of cutting * Flush with adjacent finished surfaces after tamping * Watering as specified |  |
| **GRASS SEEDING** | |
| Delivered marked to show weight, seed species, and supplier’s name |  |
| Seed clean and fresh |  |
| Ground prepared as specified |  |
| Mechanical spreader used for sowing, rolled when sown |  |
| Watering as specified |  |
| Areas with no germination to be re-seeded |  |
| **SPRAYGRASS (HYDROSEEDING / HYDROMULCHING)** | |
| Preparation:   * Existing soil 50 mm below finished levels * Deleterious material removed * Tropigro Clay Breaker added as specified * Terra Firma Organic Life added as specified |  |
| Application and seed mix as specified |  |
| Watering as specified |  |
| **MOWING** | |
| Grass height within 40 to 80 mm |  |
| **EXCAVATION AND PLANTING** | |
| Holes excavated to twice the size of the volume of the specified pot size |  |
| Plant characteristics:   * Large healthy root system * Well established and free from disease and pests * Hardened off, not soft or forced, and suitable for planting in the natural climatic conditions prevailing at the site |  |
| One plant of each species labelled |  |
| Root control barrier installed where required |  |
| Watering as specified |  |
| Fertiliser as specified |  |
| **MULCHING** | |
| Free from stones, soil, weeds, and sticks, as specified |  |
| Mulch clear of plant stems |  |
| **STAKES AMD TIES** | |
| Sizes:   * For plants 1 to 2.5 m high: Two 50 x 50 x 1800 mm stakes per plant * For plants smaller than 1 m high: One 38 x 38 x 1200 mm stake per plant |  |
| **LANDSCAPE FURNITURE ITEMS AND FIXTURES** | |
| Storage as specified |  |
| Installation as specified |  |
| **GARDEN EDGING** | |
| Spade edging:   * 150 mm below adjacent surface levels free from grass and weeds |  |
| Concrete edging:   * 175 mm wide x 90 mm high * Control joints at maximum 2.5 m centres * Profile round or splayed |  |
| Steel edging:   * Location as specified * Materials as specified * Installation as specified |  |
| **IRRIGATION** | |
| Connection to water mains via a meter and stop valve |  |
| Excavation and installation trench depths to AS/NZS 3500.1 – obstructions cleared as specified |  |
| Installation as specified |  |
| Fittings requiring maintenance accessible |  |
| No water wastage |  |
| Backflow prevention device fitted, to AS/NZS 3500.1 |  |
| Irrigation controllers mounted in a weatherproof lockable cabinet inclusive of:   * Variable timer for each station * Manual cycle and individual station operation * Manual on-off operation * 240 V input and 24 V output capable of operating 2 control valves simultaneously * 24 hour battery program backup |  |
| Micro-irrigation system:   * Polyethylene irrigation pipe to AS 2698.2 * Pipe anchored at 1.5 m intervals, drippers as specified * Microsprays on stakes 300 mm above ground * Valve box as specified |  |
| **IRRIGATION MATERIALS** | |
| Pipework upstream of control valves uPVC class 12 |  |
| Pipework downstream of control valves uPVC class 9 or 25 mm diameter polyethylene |  |
| Drip irrigation systems:   * Tubing: Polyethylene micro-irrigation pipe * Drippers: Turbulent flow types. * Installed as specified |  |
| Subsurface drip irrigation systems:   * Tubing: LDPE or PVC pipe * Dripline: LDPE pipe. * Installed as specified |  |
| Valve boxes:   * Automatic control valve * Isolating valve * 100 µm filter * Pressure reducing valve with 170 kPa outlet pressure * Housing: UV resistant high impact plastic with high impact snap lock plastic cover |  |
| **COMPLETION** | |
| Maintenance manual received |  |
| Work-as-executed drawings received |  |
| Plant maintenance - 13 weeks from practical completion |  |

Action Required - ITC issued on items that do not comply

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DEPARTMENT OF INFRASTRUCTURE PLANNING AND LOGISTICS

CHECK LIST – SSSBW 24 PLAY EQUIPMENT

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| PROJECT |  | SPEC.NO. |  |
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| Work lot |  | Date |  |

**TESTS**

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| **Spec. Ref.** | **Item** | **Checked – Initial and date** |
| 24.13.1 & 24.15.1 | Equipment inspection and testing before put into service |  |
| 24.13.1 & 24.15.1 | Impact-attenuating surfacing inspection and testing before put into service |  |
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COMPLIANCE CHECKS – Refer Specification

| **Item** | **Checked - Initial & Date** |
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| **CONTRACTOR SUBMISSIONS** | |
| Design concept drawings 25% received |  |
| Design drawings 50% received |  |
| Design drawings 100% received |  |
| Play equipment product information received |  |
| Play equipment installation information received |  |
| **BUILDING CERTIFICATION (STRUCTURAL ONLY)** | |
| Section 40 Structural Certificate and Permit to Build received |  |
| Occupancy certificate received (if applicable) |  |
| **EXISTING SERVICES** | |
| Marked as specified |  |
| **BASE PREPERATION** | |
| Preparation as specified |  |
| Spoil removed from site |  |
| **SUBGRADE** | |
| Preparation as specified |  |
| **BASE MATERIAL** | |
| Material properties as specified |  |
| Placement as specified |  |
| **SUBSOIL DRAINAGE** | |
| Drain pipe as specified |  |
| Geotextile fabric as specified |  |
| Filter materials as specified |  |
| Installation as specified |  |
| **FOOTINGS** | |
| Tops of the footings are at minimum 200 mm below the loose fill surface. |  |
| Covered by items of equipment or parts |  |
| **PLAY EQUIPMENT** | |
| Installation as specified |  |
| Finish as specified |  |
| Comprehensive post-installation inspection report received |  |
| **IMPACT-ATTENUATING SURFACE TESTING** | |
| Independent qualified and competent person engaged |  |
| Date of testing to take place no sooner than 14 days from the last day of installation |  |
| On-site verification report received |  |
| **MAINTENANCE AND INSPECTION PROGRAM** | |
| Program received. |  |
| Program checked and complies with specification. |  |
| Inspection frequencies document received |  |
| **COMPLETION** | |
| Test reports received |  |
| Warranties received |  |
| As-constructed drawings received |  |
| Maintenance program received |  |

Action Required - ITC issued on items that do not comply

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DEPARTMENT OF INFRASTRUCTURE PLANNING AND LOGISTICS

CHECK LIST – SSSBW 25 PLAYGROUND IMPACT-ATTENUATING SURFACING

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| Work lot |  | Date |  |

**TESTS**

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| **Spec. Ref.** | **Item** | **Checked – Initial and date** |
| 25.11 | On-site impact-attenuating layer(s) inspection and testing before put into service |  |
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COMPLIANCE CHECKS – Refer Specification

| **Item** | **Checked - Initial & Date** |
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| **GENERAL** | |
| Surfacing within tolerances |  |
| Storage and handling as specified |  |
| No mixing of products from different manufacturers |  |
| Ambient conditions within specified limits |  |
| Priming as specified |  |
| **INSPECTION** | |
| Equipment inspections and testing by a Level 3 Comprehensive Playground Safety Inspector |  |
| Impact-attenuating surfacing inspections and testing by a competent person |  |
| **CONTRACTOR SUBMISSIONS** | |
| Design concept drawings 25% received |  |
| Design drawings 50% received |  |
| Design drawings 100% received |  |
| Surfacing operation and maintenance manuals received |  |
| Surfacing manufacturer’s data received |  |
| Samples received |  |
| **EXISTING SERVICES** | |
| Marked as specified |  |
| **GROUND PREPERATION** | |
| Preparation as specified |  |
| Spoil removed from site |  |
| **SUBGRADE** | |
| Preparation as specified |  |
| **BASE MATERIAL** | |
| Material properties as specified |  |
| Placement as specified |  |
| **SUBSOIL DRAINAGE** | |
| Drain pipe as specified |  |
| Geotextile fabric as specified |  |
| Filter materials as specified |  |
| Installation as specified |  |
| **RUBBER BASED IMPACT-ATTENUATION SUB LAYER (SHOCK PADS)** | |
| Properties as specified |  |
| Installation as specified |  |
| **RUBBER BASED IMPACT-ATTENUATING SURFACE (WEARING LAYER)** | |
| Properties as specified |  |
| Certificate of authenticity received |  |
| Installation as specified |  |
| Key joints as specified |  |
| **RUBBER BASED IMPACT-ATTENUATING SURFACING EDGE TREATMENT** | |
| Treatments for abutting hard pavements and abutting garden beds, turf areas or tree surrounds as specified |  |
| **RUBBER BASED IMPACT-ATTENUATING SURFACING COMPLETION** | |
| Spare materials received |  |
| Maintenance program received |  |
| Inspection frequencies received |  |
| Test reports received |  |
| Warranties received |  |
| As-constructed drawings received |  |
| **LOOSE-FILL IMPACT-ATTENUATING MATERIAL** | |
| Material properties as specified |  |
| Sample received |  |
| Placement as specified |  |
| Depth 300 mm minimum |  |
| Borders for containment as specified |  |
| **ON-SITE IMPACT-ATTENUATING LAYER(S) TESTING** | |
| Independent qualified and competent person engaged |  |
| Date of testing to take place no sooner than 14 days from the last day of installation |  |
| On-site verification report as specified received |  |

Action Required - ITC issued on items that do not comply

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