EXAMPLE

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| **INSPECTION** **AND** **TEST** **PLAN** | | | | | | | | |
| **GROUNDWORKS** | | | | | | | | |
| **PROJECT:** **CONTRACT** **No.:** **CLIENT:**  **ITP** **No.** | | | **Inspector/Characteristics**  R: Report/Record Submitted/Test Results X: Inspection  H: Hold Point  W: Witness Point | | Authorised by Client:  Date: | | | Prepared by: |
| Approved for Use: (Quality Manager/Date) |
| Revision:  Date: | | |
|  |
| **Inspector** **/** **Characteristics** | | |  |
| **Ref** | **Process** **Description** | **Spec** **/** **Std** **/** **Drawings** | **Acceptance** **Criteria** | **Frequency** | Subcontract | Head Contract | Client | **Verifying** **Records** |
| 1 | Subcontractor Review |  |  |  |  |  |  |  |
| 2 | Safety Induction |  |  |  |  |  |  |  |
| 3 | Check set out of bulk earthworks. |  |  |  |  |  |  |  |
| 4 | Approve material for use as filling  and/or source of imported fill. |  |  |  |  |  |  |  |
| 5 | Check bulk excavation as follows:   1. Excavation 2. Shoring |  |  |  |  |  |  |  |
| 6 | Check imported fill material. |  |  |  |  |  |  |  |
| 7 | Monitor bulk filling operations. |  |  |  |  |  |  |  |
| 8 | Check preparation of bottoms of  excavations and surface of fill. |  |  |  |  |  |  |  |
| 9 | **Test** **soil** **compaction** **and** **density.** |  |  |  |  |  |  |  |
| 10 | Test soil strength and consolidation. |  |  |  |  |  |  |  |
| 11 | FINAL INSPECTION - (Including review of records for Items 3 to 10 above). Check reinstatement of levels in bad ground or where bulk excavations exceed design levels. |  |  |  |  |  |  |  |
| 12 | Check set out of detailed earthworks. |  |  |  |  |  |  |  |
| 13 | Check detailed earthworks as follows:   1. Excavation 2. Shoring 3. Bottom Preparation |  |  |  |  |  |  |  |
| 14 | Test soil compaction and density in bottoms of trenches, pits and the like. |  |  |  |  |  |  |  |
| 15 | Test soil strength and consolidation in bottoms of trenches, pits and the like. |  |  |  |  |  |  |  |
| 16 | Approve material for use as backfilling and/or source of imported material. |  |  |  |  |  |  |  |
| 17 | Check imported backfill material. |  |  |  |  |  |  |  |
| 18 | Monitor backfilling operations. |  |  |  |  |  |  |  |
| 19 | Test aggregates for use in bedding and blinding as follows:   1. Fine Aggregates 2. Course Aggregates 3. Fine and Course Aggregates |  |  |  |  |  |  |  |
| 20 | Approve materials for bedding and  blinding. |  |  |  |  |  |  |  |
| 21 | Check preparation of surfaces of beds  and blindings. |  |  |  |  |  |  |  |
| 22 | Monitor laying of beds and blindings. |  |  |  |  |  |  |  |
| 23 | Test compaction and density of beds  and blindings. |  |  |  |  |  |  |  |
| 24 | Obtain Regulatory Authorities'  Certificates and Approvals. |  |  |  |  |  |  |  |
| 25 | FINAL INSPECTION - (Including review of records for Items 12 to 24 above). Check damp-proof membrane. |  |  |  |  |  |  |  |
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| **Note:** **Ensure** **all** **certificates,** **records** **and** **photos** **are** **attached** **to** **the** **Inspection** **Report** | | | | | | | | |

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