EXAMPLE

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| **INSPECTION AND TEST PLAN** | | | | | | | | |
| **CONCRETE PLACE** | | | | | | | | |
| **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 | PC | Client | **Verifying Records** |
| 1 | Subcontractor Review |  |  |  |  |  |  |  |
| 2 | Safety Induction |  |  |  |  |  |  |  |
| 3 | Approve sample panels. |  |  |  |  |  |  |  |
| 4 | Approve locations and methods for  construction joints. |  |  |  |  |  |  |  |
| 5 | Check preparation for pour:   * Completed formwork. * Reo fixed in place. * Cores, embedments fixed in place. * Placing of concrete. |  |  |  |  |  |  |  |
| 6 | Monitor discharge of concrete at point of delivery.  . Tester ordered.  . Previous lots closed out - formwork and reo. | AS 3600 |  |  |  |  |  |  |
| 7 | Monitor at point of placement.  . Correctly placed and compacted. | AS 3600 |  |  |  |  |  |  |
| 8 | Monitor finishing of unformed  surfaces. |  |  |  |  |  |  |  |
| 9 | Check protection. |  |  |  |  |  |  |  |
| 10 | Approve curing compounds. |  |  |  |  |  |  |  |
| 11 | Monitor curing. |  |  |  |  |  |  |  |
| 12 | Check sealing of joints. |  |  |  |  |  |  |  |
| 13 | FINAL INSPECTION (Including review of records for Items 3 to 12 above).  Check formed surfaces. |  |  |  |  |  |  |  |
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| **Note: Ensure all certificates, records and photos are attached to the Inspection Report** | | | | | | | | |

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