EXAMPLE

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| **INSPECTION AND TEST PLAN** |
| **HYDRAULICS** |
| **PROJECT: CONTRACT No.: CLIENT:****ITP No.** | **Inspector/Characteristics**R: Report/Record Submitted/Test Results X: InspectionH: Hold PointW: 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 | Inspections. Trenches excavated and ready for pipe laying.. Work ready for specified testing. |  |  |  |  |  |  |  |
|  | DRAINAGE/SANITARY PLUMBING |  |  |  |  |  |  |  |
| 4 | Set-Out/Excavation:. Trenches correctly set out.. Trench excavation correctly shored.. Correct depth.. Warning signs erected. |  |  |  |  |  |  |  |
| 5 | Pipe Laying:. Correct falls.. Correctly jointed.. Bedding sand correct depth.. Correct pipe/grade.. All tests satisfactorily completed.. Pipework stamped with brand of Manufacturer and Authorities' Approval Stamp. |  |  |  |  |  |  |  |
| 6 | Backfilling:. Warning tape laid.. Correct backfill material.. Correct compaction. |  |  |  |  |  |  |  |
| 7 | Vent Pipes:. Correct diameter.. Correct projection.. Flashings checked. |  |  |  |  |  |  |  |
| 8 | Sewer Manholes:. Correct invert.. Correct ladder and rungs.. Manhole lid at correct R.L.. Manhole covers concrete infilled and stamped. |  |  |  |  |  |  |  |
| 9 | Approval:. Local Authorities' Certificate of Approval lodged with Company Representative. |  |  |  |  |  |  |  |
| 10 | FINAL INSPECTION |  |  |  |  |  |  |  |
|  | COLD WATER SERVICE |  |  |  |  |  |  |  |
| 11 | Pipe Installation:. Correct grade and diameter of pipe.. Correctly fixed.. Joints correctly soldered or jointed.. Correct valves. |  |  |  |  |  |  |  |
| 12 | Testing:. All tests satisfactorily completed. |  |  |  |  |  |  |  |
| 13 | Pipes correctly labelled. |  |  |  |  |  |  |  |
| 14 | Water Hammer:. Pipes checked for water hammer and rectified. |  |  |  |  |  |  |  |
| 15 | FINAL INSPECTION |  |  |  |  |  |  |  |
|  | FIRE SERVICE |  |  |  |  |  |  |  |
| 16 | Pipework:. Correct grade of pipe and diameter. |  |  |  |  |  |  |  |
| 17 | Installation:. Correctly installed and fixed.. Satisfactorily tested.. Fixing plate with instructions installed. |  |  |  |  |  |  |  |
| 18 | FINAL INSPECTION |  |  |  |  |  |  |  |

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| **Ref** | **Process Description** | **Spec / Std / Drawings** | **Acceptance Criteria** | **Frequency** | Subcontract | PC | Client | **Verifying Records** |
|  | HOT WATER SERVICE |  |  |  |  |  |  |  |
| 19 | Pipework:. Correct grade of pipe and diameter. |  |  |  |  |  |  |  |
| 20 | Installation:. Correctly installed and fixed.. Correct lagging.. Pipes correctly labelled.. Correct valves. |  |  |  |  |  |  |  |
| 21 | Testing:. Pipes inspected and pressure tested prior to lagging. |  |  |  |  |  |  |  |
| 22 | Hot Water Units:. Installed according to Manufacturer's recommendations. |  |  |  |  |  |  |  |
| 23 | FINAL INSPECTION |  |  |  |  |  |  |  |
|  | WATER MANAGEMENT SYSTEM |  |  |  |  |  |  |  |
| 24 | Installation:. Hot and cold water systems flushed and commissioned.. Correct valves.. Correct grade and pipe diameter.. Correct strainers. |  |  |  |  |  |  |  |
| 25 | Testing:. All tests satisfactorily completed. |  |  |  |  |  |  |  |
| 26 | FINAL INSPECTION |  |  |  |  |  |  |  |
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| **Note: Ensure all certificates, records and photos are attached to the Inspection Report** |