



[Title]

Work Activities

Activity Number	Activity	Required Inspection (Visual, Dimensional, Survey)	Acceptance Criteria and Relevant Document Reference (Tolerance Range)	Frequency of Checks	Inspection Codes						Verification Record (Where do we record the result?)
					Con		Sisk		Client Rep		
					Type	Who	Type	Who	Type	Who	

Pre-Construction - Inspection/Approval

1.1	Obtain most up to date construction drawings	Other	Approved construction drawings/specs.	Continuous	A	PM					4Projects
1.2	Ensure formwork/shuttering designs have been approved and signed off by the TWC from both Sisk & Subcontractor	Other	Approved temporary works design Temporary works register	Once (prior to works starting)	A	TWC	A				Temp. Works Management Systems
1.3	Ensure all mix designs and Tech. Subs. have been approved and signed off by designers prior to commencement of works	Other	Approved construction drawings/specs. Approved technical submittals	Once (prior to works starting)	A	PM	A	APM			4Projects
1.4	Cold & Warm weather pouring plans re to be signed off by the designer prior to works commencing	Other	Approved construction drawings/specs. Approved technical submittals	Once (prior to works starting)	A	PM	A	APM			4Projects

Material Conformity

2.1	Inspect materials (rebar, etc.) on delivery to ensure conformity and quality	Visual Other	Certificate of conformity JSS Standard Procedures	On delivery	M	ENG					SMARTWaste
2.2	Shuttering timber is to have its certificate checked to ensure that it conforms to FSC 100%	Visual Other	Certificate of conformity JSS Standard Procedures	On delivery	M	ENG	M	ENG			SMARTWaste
2.3	On pour days, incoming concrete wagon to have ticket inspected to confirm mix is as per design	Visual Other	Concrete ticket Approved construction drawings/specs.	Every wagon	H	ENG	A	ENG			Fieldview prepour inspection
2.4	On pour days, incoming wagons are to have sample taken for a slump test to prove conformity	Visual	Approved construction drawings/specs. JSS Standard Procedures	Every wagon	H	ENG	W	ENG			Fieldview prepour inspection
2.5	On pour days, concrete is to be sampled through cube testing	Sampling	Approved construction drawings/specs. JSS Standard Procedures	Every 60m ³ poured	H	ENG	A	ENG			Fieldview prepour inspection Cube Register

Off-Site Works

3.1	Confirm RAMS have been signed off & briefed to workers prior to the works	Other	RAMS approval cover sheet	Every 3 months	H	PM	H	APM			RAMS register
3.2	Weather to be checked to ensure that the right conditions for pouring concrete – cold/warm weather plans to be implanted as required	Visual	Approved technical submittals	Prior to pour	M	ENG	M	ENG			Fieldview prepour inspection



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Off-Site Works

3.3	Project Structural Engineer to be made aware of pour dates and sequence with min. 24 hour notice	Other	Project Engineers Report	Weekly			H	APM			Management System
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Site Works

4.1	Ensure formation/blinding/soffit levels are correct and workspace is safe and clean for works	Survey	Approved construction drawings/specs.	Prior to pour	H	ENG	H	ENG			Fieldview prepour inspection
4.2	Ensure slab edges/setting out is correct and pile/column starters are cut to the right level/location	Survey	Approved construction drawings/specs.	Prior to pour	H	ENG	H	ENG			Fieldview prepour inspection
4.4	Ensure all shuttering/falsework has been installed as per the temporary works design and the appropriate permits are in place	Survey	Approved temporary works design Temporary works register Temporary works permits to work	Prior to pour	H	TWC	H	TWC			Fieldview prepour inspection
4.3	Inspect and verify that all reinforcement has been installed and fixed correctly, as per the design drawings	Visual	Approved construction drawings/specs.	Prior to pour	H	ENG	H	ENG			Fieldview prepour inspection
4.4	Ensure cover to reinforcement is adequate and uniform	Dimensional	Approved construction drawings/specs.	Prior to pour	H	ENG	H	ENG			Fieldview prepour inspection
4.5	Ensure that all service penetrations and cast-in items have been fixed to the correct location and level	Dimensional	Approved construction drawings/specs.	Prior to pour	H	ENG	H	ENG			Fieldview prepour inspection
4.6	Ensure all waterproofing details (membranes, putty, etc.) have been installed as per design	Visual	Approved construction drawings/specs.	Prior to pour	H	ENG	H	ENG			Fieldview prepour inspection
4.7	Ensure pour is clean of debris/rubbish/material cut offs	Visual	JSS Standard Procedures	Prior to pour	H	ENG	H	ENG			Fieldview prepour inspection
4.8	Visible inspection of the surface of the concrete on day after pour for surface cracking/honeycombing/blemishes	Visual	Approved construction drawings/specs.	Day after pour	M	ENG	M	ENG			Fieldview postpour inspection
4.9	As-Built surveys to be taken to verify line and level as designed	Survey	Approved construction drawings/specs.	Day after pour	M	ENG	M	ENG			Fieldview postpour inspection





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Site Works

4.10	Cube results to be checked on 7 days (or as per the approved Temp. Works design) to ensure that formwork can be struck	Other	Approved construction drawings/specs. Approved temporary works design	Once on 7 days after pour	M	TWC	M	TWC			Temp. Works permits to strike Cube register
4.11	Soffit of slab to be checked for cracking/honeycombing/blemishes on striking of formwork	Visual	Approved construction drawings/specs.	On striking of shutters	M	ENG	M	ENG			Fieldview postpour inspection
4.12	Soffit of slab to be monitored to ensure deflection limits are not being exceeded	Survey	Approved construction drawings/specs.	Frequently	M	ENG	M	ENG			Fieldview postpour inspection
4.13	Cube results to be checked on 28/56 days to ensure concrete has cured to required strength	Other	Approved construction drawings/specs.	Once on 28 days and once on 56 days after pour	M	ENG	M	ENG			Cube register

Post-Construction (Close out and Handover)

5.1	Any open snags or NCRs are to be signed off and closed out on Fieldview/4Projects	Other	Approved construction drawings/specs.	Within 7 days of issue being raised	H	PM	H	APM			Fieldview NCR Register
5.2	All required documents are to be handed over on completion of the works	Other	As-Builts O&M Manuals H&S File	On completion					A	ER	As-Builts O&M Manuals H&S File

