

Commercial Inspection Checklist – Structural Concrete & Masonry

Address: _____ Building Consent No.: _____
 Tradesperson: _____ Tradesperson: _____
 Reg.No.: _____ Contact Details: _____ Reg. No.: _____ Contact Details: _____
 Date: _____ Time: _____
 Staged/Partial Inspection: _____ of _____

Item to be inspected for compliance: with the Building Act 2004, NZBC & Approved Documents Specific Engineer Design (SED), B1, B2, E1, E2, F5, G4 and NZS 3604:1999	Outcome ¹			Details of Inspection & Comments: Comments must be made for: 1. Non-complying Items 2. Items/work deviates from approved documents 3. Detail alternative solution & how compliance achieved
	Pass	N/A	Fail	
Conditions of consent/site instructions read?				Yes / No
Approved plans & specifications sighted? ²				Yes / No
Approved plans include specific design detail?				Yes / No
Previous inspections passed				Yes / No
Siting				
Property address confirmed				
Boundary pegs identified				
Surveyor's certificate required for siting				
Measurements taken to boundary				
Specific Design				
Confirm Engineer inspection and approval				
Concrete Retaining Wall				
Retaining wall as per approved plans				
Water proofing/tanking method				Specify:
Tanking continuous under foundation up to height of fill				
Protection of tanking/waterproofing				Specify:
Drainage in place				
Drainage below level of adjacent floor				
Concrete strength as specified				MpA
Concrete Block Retaining Wall				
Retaining wall as per approved plans				
Water proofing/tanking method				
Tanking continuous under foundation up to height of fill				
Protection of tanking/waterproofing				Specify:
Drainage in place				
Drainage below level of adjacent floor				Specify:
Concrete strength as specified				MpA
Steel in blocks				
Vertical steel centrally placed				Vertical D/HD mm
Horizontal steel alternate sides				Horizontal D/HD mm
Steel lapped & tied				
Cleanouts formed				
Cavity washed out				
Cavity clear of excess mortar				
Design engineer required to inspect				Yes / No
Design engineer has inspected work				Yes / No

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Concrete Block Walls				
Reinforcing as per approved plans				
Vertical spacing's				Vertical D/HD mm
Horizontal spacing's				Horizontal D/HD mm
Reinforcing laps				
Clean outs open and clean				
Blocks as per approved building consent				
Bond beams correctly located				
Lintel steel and ties				
Design engineer required to inspect	Yes / No			
Design engineer has inspected work	Yes / No			
Structural Concrete				MpA
Concrete strength as specified				
Reinforcing as per approved plans				
Vertical spacing's				Vertical D/HD mm
Horizontal spacing's				Horizontal D/HD mm
Reinforcing laps				
Lintel steel and ties				
Lifting eyes in place as detailed				
All reinforcing supported				
Design engineer required to inspect	Yes / No			
Design engineer has inspected work	Yes / No			
Notes:				
Amended plans required?	Yes / No			Officer:
Amended specifications required?	Yes / No			
Reinspection required?	Yes / No			Signed:
Site instruction issued?	Yes / No			
Retaining wall inspection passed?	Yes / No			Date:

¹ Pass = Compliance with approved plans & documentation, N/A = Not applicable to this project, Fail = Non-compliance with approved plans & documentation.

² Approved stamped site plan, foundation plan, cross section drawings, truss layout and fixing detail, specifications, engineer detail, floor plan, drainage plan, effluent disposal site plan and detail

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