

Applicant's Name:	Consent No:	
Property Address:	Lot No.:	Wind Zone:

ITEMS TO BE CHECKED [Checked against the approved Building Consent (BC) documents]

Key:
Decision: or = Pass or = Fail, further inspection / documents required or or = Not Applicable
Reason for decision: Compliance or non compliance with the approved building consent documents

REVIEW: Approved BC documents and amendments on site Prior inspection passed or instructions addressed
 Consent conditions checked

Final Building

- Interior**
- Ceiling insulation is in place / clear of light fittings
 - Safety glass installed
 - Wet areas completed: correct installation of shower / bath / laundry, surface areas sealed
 - Kitchen completed
 - Height of window sashes / restrictors
 - Heights of barriers and handrails as per approved BC
 - Mechanical ventilation vented to exterior
 - Heater checklist completed Yes No NA
- Exterior**
- Vermin proofing
 - Ground height complies (at time of inspection)
 - Brick veneer weep and ventilation holes
 - Weathering and penetrations: roof and walls (fixings etc.), flashing / sealants completed & in place
 - Construction of decks / steps / retaining walls / handrails, barriers and ramps comply
 - Subfloor vents
 - Exterior finishes as approved plans (paint reflective index)
 - Drip edge
 - Pools checklist completed Yes No NA
- Fire Safety & Specified Systems** - conditions of fire report met:
- Surface finishes, smoke development and spread of flame requirements
 - Firewall integrity
 - Means of escape, door hardware, signage
 - Penetrations, lights and switches, fire collars (*check fire collars at post-line final*)
 - Fire and smoke doors, self-closers / magnetic hold open devices and signage operational, tags present
 - Required specified systems in place and operational
 - Place of assembly – spaces, stage podium, access, audio loop system & signage (*if > 250 persons*)

- Accessibility**
- Car parking as per plans
 - Footpaths / ramps – non-slip, width (1.2m) , length, up-stands handrails, gradient 1:12
 - Entrances – signage, thresholds, width, surfaces
 - Public reception – accessible counter / desk
 - Lifts – sizes, controls, lobby width, signage
 - Stairs – width, handrails, landings, risers, treads, nosing, contrasting colours
 - Doorways, corridors – clear width, glazing colour contrasted, projections into corridors
 - Alerting devices – audible & visual signal
 - Toilets / showers: size, controls, doors, handrails, turning circle
 - Laundering – size and turning circle
 - Food preparation – as per plans
 - Place of assembly – spaces, stage podium, access, audio loop system & signage (*if > 250 persons*)

Documents Required by Building Consent

CCC application	<input type="checkbox"/> Received	<input type="checkbox"/> Outstanding	<input type="checkbox"/> NA
All producer statements	<input type="checkbox"/> Received	<input type="checkbox"/> Outstanding	<input type="checkbox"/> NA
Gas certificate(s)	<input type="checkbox"/> Received	<input type="checkbox"/> Outstanding	<input type="checkbox"/> NA
Electrical certificate(s)	<input type="checkbox"/> Received	<input type="checkbox"/> Outstanding	<input type="checkbox"/> NA
Heater installation statement	<input type="checkbox"/> Received	<input type="checkbox"/> Outstanding	<input type="checkbox"/> NA
Waterproofing certificate	<input type="checkbox"/> Received	<input type="checkbox"/> Outstanding	<input type="checkbox"/> NA
SS installation / certification statement or certificate) <i>Refer to draft CS if applicable</i>	<input type="checkbox"/> Received	<input type="checkbox"/> Outstanding	<input type="checkbox"/> NA
Other:			
.....	<input type="checkbox"/> Received	<input type="checkbox"/> Outstanding	<input type="checkbox"/> NA
.....	<input type="checkbox"/> Received	<input type="checkbox"/> Outstanding	<input type="checkbox"/> NA

The above documents will be assessed back at the office. If found to be inadequate, the author will be contacted.



Specified systems present and operational

- SS1 Automatic fire suppression systems
- SS2 Automatic / manual emergency warning systems
- SS3/1 Automatic doors
- SS3/2 Access controlled doors
- SS3/3 Interfaced fire or smoke doors/windows
- SS4 Emergency lighting systems
- SS5 Escape route pressurisation systems
- SS6 Riser mains for use by fire services
- SS7 Automatic back-flow preventers connected to a potab water supply.
- SS8 /1 passenger carrying Lifts
- SS8/2 service lifts
- SS8/3 Escalators, travellators
- SS9/1 Mechanical ventilation
- SS9/2 Air conditioning systems
- SS10 BMUs with access to exterior / interior walls of buildi
- SS11 Laboratory fume cupboards.
- SS12/1 Audio loops
- SS12/2 Other assistive listening systems: FM systems, infrared beam transmission systems
- SS13/1 Mechanical smoke control
- SS13/2 Natural smoke control
- SS14/1 Emergency power systems
- SS14/2 Signs relating to, a system or feature specified in of [clauses 1 to 13](#).
- SS15/1 Systems for communicating spoken information intended to facilitate evacuation
- SS15/ Final exits
- SS15/3 Fire separations
- SS15/4 Signs for facilitating evacuation
- SS15/5 Smoke separations
- Cable cars

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