

Applicant's Name:	BC 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 <input type="checkbox"/> Ceiling insulation is in place / clear of light fittings <input type="checkbox"/> Safety glass installed <input type="checkbox"/> Wet areas completed: correct installation of shower / bath / laundry, surface areas sealed <input type="checkbox"/> Kitchen completed <input type="checkbox"/> Smoke alarms installed and operational <input type="checkbox"/> Height of window sashes / restrictors <input type="checkbox"/> Heights of barriers & handrails as per approved plans <input type="checkbox"/> Ventilation to internal spaces <input type="checkbox"/> Mechanical ventilation vented to exterior <input type="checkbox"/> Firewall integrity <input type="checkbox"/> Fire rating complete Heater checklist completed <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA Exterior Pools checklist completed <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/> Vermin proofing <input type="checkbox"/> Flashing / sealants completed & in place <input type="checkbox"/> Ground height complies (at time of inspection) Landscaping completed: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA <i>(at time of inspection)</i> <input type="checkbox"/> Brick veneer weep and ventilation holes	Exterior (continued) <input type="checkbox"/> Weathering and penetrations: roof and walls (fixings etc.). Flashing / sealants completed & in place <input type="checkbox"/> Construction of decks / steps / retaining walls / handrails, barriers and ramps comply <input type="checkbox"/> Sub floor ventilation <input type="checkbox"/> Exterior finishing's <input type="checkbox"/> Drip edge to flat surfaces <input type="checkbox"/> Reflectivity of finishes <table border="0"> <tr> <td>CCC application</td> <td><input type="checkbox"/> Received</td> <td><input type="checkbox"/> Outstanding</td> <td><input type="checkbox"/> NA</td> </tr> <tr> <td>All producer statements</td> <td><input type="checkbox"/> Received</td> <td><input type="checkbox"/> Outstanding</td> <td><input type="checkbox"/> NA</td> </tr> <tr> <td>Gas certificate(s)</td> <td><input type="checkbox"/> Received</td> <td><input type="checkbox"/> Outstanding</td> <td><input type="checkbox"/> NA</td> </tr> <tr> <td>Electrical certificate(s)</td> <td><input type="checkbox"/> Received</td> <td><input type="checkbox"/> Outstanding</td> <td><input type="checkbox"/> NA</td> </tr> <tr> <td>Heater installation statement</td> <td><input type="checkbox"/> Received</td> <td><input type="checkbox"/> Outstanding</td> <td><input type="checkbox"/> NA</td> </tr> <tr> <td>Waterproofing certificate</td> <td><input type="checkbox"/> Received</td> <td><input type="checkbox"/> Outstanding</td> <td><input type="checkbox"/> NA</td> </tr> <tr> <td>Records of Work</td> <td><input type="checkbox"/> Received</td> <td><input type="checkbox"/> Outstanding</td> <td><input type="checkbox"/> NA</td> </tr> <tr> <td>Other:</td> <td><input type="checkbox"/> Received</td> <td><input type="checkbox"/> Outstanding</td> <td><input type="checkbox"/> NA</td> </tr> <tr> <td>Other:</td> <td><input type="checkbox"/> Received</td> <td><input type="checkbox"/> Outstanding</td> <td><input type="checkbox"/> NA</td> </tr> </table> The above documents will be assessed back at the office. If found to be inadequate, the author will be contacted.	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	Records of Work	<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	Other:	<input type="checkbox"/> Received	<input type="checkbox"/> Outstanding	<input type="checkbox"/> NA
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																																		
Records of Work	<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																																		
Other:	<input type="checkbox"/> Received	<input type="checkbox"/> Outstanding	<input type="checkbox"/> NA																																		

Comments if required: ☐ Photos attached (if relevant) ☐ Memo / Instruction No: ☐ Verbal instruction (specify):

Exterior

- ☐ Pipes insulated outside building envelope using UV protection where required
- ☐ Gully dish heights & position to stop stormwater ingress
- ☐ Ensure overflow gully minimum 150 mm below lowest fixture
- ☐ All wastes are vented if greater than 3.5 m
- ☐ Check terminal vent through roof & check flashing
- ☐ Waste pipes sealed at point of entry into rear of gully dishes as per G13 or bends installed tight to gully dish
- ☐ Downpipes clipped & connected to stormwater drainage
- ☐ Downpipes from top storey roofs to lower roof spreader required (E2/8.1.6, pp.56, Fig. 20). Not allowed for masonry tile roof unless have underlay fitted
- ☐ If timber floor: check wastepipe falls and supports
- ☐ Drainage discharges into silt trap
- ☐ Overflows fitted to deck and internal gutters run to exterior

Interior

- ☐ Smoke alarms installed and operational
- ☐ Fire rating complete
- ☐ HWC correct type / valves & seismic restraints provided
- ☐ HWC expansion / relief drains via tundish installed and conveyed to exterior
- ☐ HWC tray in place
- ☐ Tub / Toilet cistern fixed securely
- ☐ Dishwasher pipe clamped and anti-siphon bend fitted

Water temperature: °C

Commercial

- ☐ Waste to commercial machine as per installation specifications (temp > 65°C)
- ☐ Bain-marie drains provided to approved outlet
- ☐ Plumbing roof penetrations flashed

Documents Required by Building Consent

- | | | | |
|---|-----------------------------------|--------------------------------------|-----------------------------|
| As Laid plans | <input type="checkbox"/> Received | <input type="checkbox"/> Outstanding | <input type="checkbox"/> NA |
| Plumber's pressure test
(from approved person) | <input type="checkbox"/> Received | <input type="checkbox"/> Outstanding | <input type="checkbox"/> NA |
| Backflow prevention devices
and test certificates | <input type="checkbox"/> Received | <input type="checkbox"/> Outstanding | <input type="checkbox"/> NA |
| Trade waste approval | <input type="checkbox"/> Received | <input type="checkbox"/> Outstanding | <input type="checkbox"/> NA |
| Septic tank installation, &
effluent field PS4 / Certificate | <input type="checkbox"/> Received | <input type="checkbox"/> Outstanding | <input type="checkbox"/> NA |
| Stormwater disposal system
PS4 | <input type="checkbox"/> Received | <input type="checkbox"/> Outstanding | <input type="checkbox"/> NA |
| Water reuse tank (grey water
or retention) | <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 |

Comments if required: ☐ Photos attached (if relevant) ☐ Memo / Instruction No: ☐ Verbal instruction (specify):

NOTE: The project must pass final inspections and the BCA must be supplied with the required information as per the Form 5 to an adequate standard, to ensure your CCC can be issued.

OUTCOME OF DECISIONS

[Tick the correct outcome: e.g. ☒ PASS or ☒ FAIL etc.]

Work complies with the approved BC documents

- ☐ PASS
- ☐ FAIL. work may proceed to next inspection.
- FAIL. Repeat inspection required ☐ Additional fee

Officer Name:

Signature :

Date:

REPEAT: Work complies with the approved BC documents

- ☐ PASS
- ☐ FAIL. Work may proceed to next inspection.
- FAIL. Repeat inspection required ☐ Additional fee

Officer Name:

Signature:

Date:

ASSESSMENT OF DOCUMENTATION RECEIVED													BC No.:		
Key for statement types: Cladding (CL) Electrical (EL) Engineer / Designer (PS4) Gas (GS) Glazing (GL) Insulation (IN) As-laid drainage (ALD) Pressure test (P) Smoke alarm (SM) Sprinklers (SP) Surveyors confirmation of height / siting (SV) Waterproofing (WP) Solar systems (S) Truss layout (TR) Under floor / tile heating (H) Other (O) <i>[specify]</i>															
Record the Author's Name (<i>Not the company name</i>). If author providing more than one document, list and assess each document)	Decisions Regarding Document Content							Decision Regarding Author registration					Reason for decision ✓ / Y / P = content adequate / author approved / other reason recorded below# × / N / F = content inadequate / author not approved / other recorded below#	Outcome of decision Accept document or Reject document	
	Statement type / Header (see keys above)	(✓ / Y / P = Pass × / N / F = Fail / - / NA = Not Applicable)						CPEng register (Engineers)	NZRAB register (Reg. Architects)	EWRB register (Energy work)	PGD register (Plumbers, Drainlayers)	WBCG register			MCMC Register
		Site Address / Legal description	Insurance	Date	B. Code (parts)	Work identified	Name & signature								

#Other reason(s) for decision(s): (Use this area for “other” statement types, or for giving reasons for decisions where a statement is not complete or an author is not registered, but you are accepting their statement)

