

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 ☐ P = Pass ☐ X or ☐ F = Fail, further inspection / documents required ☐ I or ☐ — or ☐ NA = 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
- ☐ Smoke alarms installed and operational
- ☐ Height of window sashes / restrictors
- ☐ Heights of barriers & handrails as per approved plans
- ☐ Ventilation to internal spaces
- ☐ Mechanical ventilation vented to exterior
- ☐ Firewall integrity
- ☐ Fire rating complete

Heater checklist completed ☐ Yes ☐ No ☐ NA

Exterior

Pools checklist completed ☐ Yes ☐ No ☐ NA

- ☐ Vermin proofing
- ☐ Flashing / sealants completed & in place
- ☐ Ground height complies (at time of inspection)
- Landscaping completed: ☐ Yes ☐ No ☐ NA
(at time of inspection)
- ☐ Brick veneer weep and ventilation holes

Exterior (continued)

- ☐ Weathering and penetrations: roof and walls (fixings etc.). Flashing / sealants completed & in place
- ☐ Construction of decks / steps / retaining walls / handrails, barriers and ramps comply
- ☐ Sub floor ventilation
- ☐ Exterior finishing's
- ☐ Drip edge to flat surfaces
- ☐ Reflectivity of finishes

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 |
| 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 |

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

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) [specify].....														
Record the Author's Name (Not the company name). 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# x / 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 x / N / F = Fail / - / NA = Not Applicable)												
		Site Address / Legal description	Insurance	Date	B. Code (parts)	Work identified	Name & signature	CPEng register (Engineers)	NZRAB register (Reg. Architects)	EWRB register (Energy work)	PGD register (Plumbers, Drainlayers)	WBCG register		
#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)														