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|-------------------|-------------|
| Applicant's Name: | Consent No: |
| Property Address: | Lot No:     |

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

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

|  |   |                                      |                                   |                                      |                             |               |                                   |                                      |                             |  |                                   |                                      |                             |                 |                                   |                                      |                             |                        |                                   |                                      |                             |   |                                   |                                      |                             |                      |                                   |                                      |                             |  |                                   |                                      |                             |                                |                                   |                                      |                             |  |                                   |                                      |                             |
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| <input type="checkbox"/> Approved BC documents & amendments on site<br><input type="checkbox"/> Prior inspection passed or instructions addressed<br><input type="checkbox"/> Consent conditions checked<br><b>Exterior</b><br><input type="checkbox"/> Pipes insulated outside building envelope using UV protection where required<br><input type="checkbox"/> Gully dish heights & position to stop stormwater ingress<br><input type="checkbox"/> Ensure overflow gully minimum 150 mm below lowest fixture<br><input type="checkbox"/> All wastes are vented if greater than 3.5 m<br><input type="checkbox"/> Check terminal vent through roof & check flashing<br><input type="checkbox"/> Waste pipes sealed at point of entry into rear of gully dishes as per G13 or bends installed tight to gully dish<br><input type="checkbox"/> Downpipes clipped & connected to stormwater drainage<br><input type="checkbox"/> 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<br><input type="checkbox"/> If timber floor: check wastepipe falls and supports<br><input type="checkbox"/> Drainage discharges into silt trap<br><input type="checkbox"/> Overflows fitted to deck and internal gutters run to exterior<br><b>Interior</b><br><input type="checkbox"/> Smoke alarms installed and operational<br><input type="checkbox"/> Fire rating complete<br><input type="checkbox"/> HWC correct type / valves & seismic restraints provided<br><input type="checkbox"/> HWC expansion / relief drains via tundish installed and conveyed to exterior<br><input type="checkbox"/> HWC tray in place | <input type="checkbox"/> Tub / Toilet cistern fixed securely<br><input type="checkbox"/> Dishwasher pipe clamped and anti-siphon bend fitted<br>Water temperature: ..... °C<br><b>Commercial</b><br><input type="checkbox"/> Waste to commercial machine as per installation specifications (temp > 65°C)<br><input type="checkbox"/> Bain-marie drains provided to approved outlet<br><input type="checkbox"/> Plumbing roof penetrations flashed<br><b>Documents Required by Building Consent</b><br><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>As Laid plans</td> <td><input type="checkbox"/> Received</td> <td><input type="checkbox"/> Outstanding</td> <td><input type="checkbox"/> NA</td> </tr> <tr> <td>Plumber's pressure test (from approved person)</td> <td><input type="checkbox"/> Received</td> <td><input type="checkbox"/> Outstanding</td> <td><input type="checkbox"/> NA</td> </tr> <tr> <td>Gas certificate</td> <td><input type="checkbox"/> Received</td> <td><input type="checkbox"/> Outstanding</td> <td><input type="checkbox"/> NA</td> </tr> <tr> <td>Electrical certificate</td> <td><input type="checkbox"/> Received</td> <td><input type="checkbox"/> Outstanding</td> <td><input type="checkbox"/> NA</td> </tr> <tr> <td>Backflow prevention devices and test certificates</td> <td><input type="checkbox"/> Received</td> <td><input type="checkbox"/> Outstanding</td> <td><input type="checkbox"/> NA</td> </tr> <tr> <td>Trade waste approval</td> <td><input type="checkbox"/> Received</td> <td><input type="checkbox"/> Outstanding</td> <td><input type="checkbox"/> NA</td> </tr> <tr> <td>Septic tank installation, and effluent field PS4 / Certificate</td> <td><input type="checkbox"/> Received</td> <td><input type="checkbox"/> Outstanding</td> <td><input type="checkbox"/> NA</td> </tr> <tr> <td>Stormwater disposal system PS4</td> <td><input type="checkbox"/> Received</td> <td><input type="checkbox"/> Outstanding</td> <td><input type="checkbox"/> NA</td> </tr> <tr> <td>Water reuse tank (grey water or retention)</td> <td><input type="checkbox"/> Received</td> <td><input type="checkbox"/> Outstanding</td> <td><input type="checkbox"/> NA</td> </tr> </table> Other statement, certificate or document:<br>..... <input type="checkbox"/> Received <input type="checkbox"/> Outstanding <input type="checkbox"/> NA<br>..... <input type="checkbox"/> Received <input type="checkbox"/> Outstanding <input type="checkbox"/> NA<br>..... <input type="checkbox"/> Received <input type="checkbox"/> Outstanding <input type="checkbox"/> NA<br><b>The above documents will be assessed back at the office.<br/>         If found to be inadequate, the author will be contacted.</b> | CCC application                      | <input type="checkbox"/> Received | <input type="checkbox"/> Outstanding | <input type="checkbox"/> NA | 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 | Gas certificate | <input type="checkbox"/> Received | <input type="checkbox"/> Outstanding | <input type="checkbox"/> NA | Electrical certificate | <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, and 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 |
| CCC application  | <input type="checkbox"/> Received   | <input type="checkbox"/> Outstanding | <input type="checkbox"/> NA       |                                      |                             |               |                                   |                                      |                             |  |                                   |                                      |                             |                 |                                   |                                      |                             |                        |                                   |                                      |                             |   |                                   |                                      |                             |                      |                                   |                                      |                             |  |                                   |                                      |                             |                                |                                   |                                      |                             |  |                                   |                                      |                             |
| 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       |                                      |                             |               |                                   |                                      |                             |  |                                   |                                      |                             |                 |                                   |                                      |                             |                        |                                   |                                      |                             |   |                                   |                                      |                             |                      |                                   |                                      |                             |  |                                   |                                      |                             |                                |                                   |                                      |                             |  |                                   |                                      |                             |
| Gas certificate  | <input type="checkbox"/> Received   | <input type="checkbox"/> Outstanding | <input type="checkbox"/> NA       |                                      |                             |               |                                   |                                      |                             |  |                                   |                                      |                             |                 |                                   |                                      |                             |                        |                                   |                                      |                             |   |                                   |                                      |                             |                      |                                   |                                      |                             |  |                                   |                                      |                             |                                |                                   |                                      |                             |  |                                   |                                      |                             |
| Electrical certificate   | <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, and 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       |                                      |                             |               |                                   |                                      |                             |  |                                   |                                      |                             |                 |                                   |                                      |                             |                        |                                   |                                      |                             |   |                                   |                                      |                             |                      |                                   |                                      |                             |  |                                   |                                      |                             |                                |                                   |                                      |                             |  |                                   |                                      |                             |

**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.**

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

| OUTCOME OF DECISIONS <i>[Tick the correct outcome: e.g. <input checked="" type="checkbox"/> PASS or <input checked="" type="checkbox"/> FAIL etc.]</i>  |  |
|---|--|
| Work complies with the approved BC documents<br><input type="checkbox"/> PASS<br><input type="checkbox"/> FAIL. But work may proceed to next inspection.<br><input type="checkbox"/> FAIL. Repeat inspection required <input type="checkbox"/> Additional fee<br>Officer Name: _____<br>Signature : _____ Date: _____ | REPEAT: Work complies with the approved BC documents<br><input type="checkbox"/> PASS<br><input type="checkbox"/> FAIL. But work may proceed to next inspection.<br><input type="checkbox"/> FAIL. Repeat inspection required <input type="checkbox"/> Additional fee<br>Officer Name: _____<br>Signature: _____ Date: _____ |

| ASSESSMENT OF DOCUMENTATION RECEIVED   | BC Number: _____ |
|--|------------------|
| <b>Key for statement types:</b> 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 (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<br>✓ / Y / P = content adequate / author approved / other reason recorded below#<br><br>× / N / F = content inadequate / author not approved / other recorded below# | Outcome of decision<br>Accept document or Reject document |
|---|--|---|-----------|------|-----------------|-----------------|------------------|--|--|---|--|-------------------------------|--|---|
|   | Statement type / Header (see keys above) | (✓ / Y / P = Pass × / N / F = Fail I / - / NA = Not Applicable) |           |      |                 |                 |                  |  |  |   |  |                               |  |   |
|   |  | Site Address / Legal description                                | Insurance | Date | B. Code (parts) | Work identified | Name & signature | <a href="#">CPEng register</a> (Engineers) | <a href="#">NZRAB register</a> (Reg. Architects) | <a href="#">EWRB register</a> (Energy work) | <a href="#">PGD register</a> (Plumbers, Drainlayers) | <a href="#">WBCG register</a> |  |   |
|   |  |   |           |      |                 |                 |                  |  |  |   |  |                               |  |   |
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**#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)