



Inspection Checklist: Domestic Final

Ref: IC 16
 Ver: 11
 Issued: 21 Nov 2014
 Doc No: IT-639940
 Page 1 of 4

BC No:	Contact on site (Name, licence no. – RBW, company & position)	
Date:		
Inspector:	Area of work inspected:	
Inspection Comments / Notes: (Include comment on any alternative solutions identified, site observation statements, warranties or 'As Laid's or as Built's to be provided, if applicable)		
If Inspection Result = PASS then date and sign	Date	Signature
If Inspection Result = FAIL then complete instruction sheet (record number here and on summary card)		

F = Fail = Non-compliance with approved plans & documentation
P = Pass = Compliance with approved plans & documentation.
N/A = Means that Building officer feels that this portion of the prompt sheet is not relevant

Building Consent Documentation				Comments (reasons for decisions)
1	Form 6	P	F	
	Form 6As (record quantity)	P	F	
2	Approved Building Consent documents on site	P	F	
4	Inspections as scheduled	P	F	
5	Conditions of BC.	P	F	
6	Building work completed to consent documents	P	F	
3	Check conditions of PIM	P	F	N/A
7	Application to amend BC received	P	F	N/A
8	Site development fact sheet given	Yes	No	
9	Sec 269 – Substitutions may involve certified building methods or products,	P	F	N/A
10	Sec 364 – (If the building a household unit being constructed by or on behalf of a property developer for the purpose of sale? CCC or agreement with form one is compulsory.)	P	F	N/A

Kitchen					Comments (reasons for decisions)
11	Food preparation and sink provision	P	F	N/A	
12	Impervious, easily cleaned wall finishes	P	F	N/A	
13	Bench top junction with wall linings (<i>sealed</i>)	P	F	N/A	
14	Hot & cold supply provided to sink	P	F	N/A	
15	Trap & waste fitted to sink	P	F	N/A	
16	Energy supply provided for cooking	P	F	N/A	
17	Space & power been provided for refrigerator or ventilation for food safe	P	F	N/A	
Laundry					Comments (reasons for decisions)
18	Laundry facilities (<i>washing machine space, tub etc</i>)	P	F	N/A	
19	Tub (<i>fixing and water trap</i>)	P	F	N/A	
20	Water supply (<i>cold min</i>)	P	F	N/A	
21	Impervious finish (<i>walls and floor</i>)	P	F	N/A	
Wet areas / WCs					Comments (reasons for decisions)
22	Impervious finish (<i>walls and floor</i>) (<i>Statement from water proof membrane installer</i>)	P	F	N/A	
23	Joints in impervious surface finishes (<i>including flexible sealant at junctions to walls and sealant to base of toilet pans and between vanity tops and walls</i>)	P	F	N/A	
24	Safety glazing for shower screens, doors & windows Clearly identified	P	F	N/A	
25	Shower cubicle watertight?	P	F	N/A	
Ventilation					Comments (reasons for decisions)
26	Natural ventilation to occupied space	P	F	N/A	
27	Mechanical (<i>ducted to exterior</i>)	P	F	N/A	
Insulation					Comments (reasons for decisions)
28	Ceiling insulation installed correctly & clear of down lights	P	F	N/A	
29	Subfloor insulation protection (<i>Subfloor insulation in exposed locations such as under raised floor of a pole house may require protection</i>).	P	F	N/A	
Glazing					Comments (reasons for decisions)
30	Glazing to full height windows, doors, landings etc (<i>appropriate markings</i>)	P	F	N/A	

P & D					Comments (reasons for decisions)
31	Seismic restraints to the water storage cylinder	P	F	N/A	
32	Terminal vents terminate outside the building clear of openings (<i>Ensure all branch drain 10m or > are vented</i>)	P	F	N/A	
33	Waste pipe penetrations sealed in gullies	P	F	N/A	
34	Downpipes fixings and spreaders	P	F	N/A	
35	HWC vent protected against frost	P	F	N/A	
36	ORG (<i>150mm below lowest fixture overflow level and 75mm above finished ground levels 25mm above paving</i>)	P	F	N/A	
37	HWC drain to the exterior	P	F	N/A	
38	Hot water supply (<i>type of system eg infinity, low or mains pressure</i>)	P	F	N/A	
39	Valves to HWC (<i>list valves fitted-cold water expansion, TPRV, tempering valve, open vent, isolating valve, pressure reducing valve</i>)	P	F	N/A	
40	Correct head for HWC	P	F	N/A	
41	AAV's accessible	P	F	N/A	
42	Water temperature	P	F	N/A	
Stairs / Landings / Handrails / Window Openings					Comments (reasons for decisions)
43	Handrails to internal and or external stairs	P	F	N/A	
44	Lighting (switches at the top & bottom of stairway).	P	F	N/A	
45	Slip resistance (<i>Slip resistance shall be provided for all walking surfaces such as decks, patios & steps on the approach to the main entrance of the building.</i>)	P	F	N/A	
46	Treads and riser dimensions/ threshold heights	P	F	N/A	
47	Barriers (<i>Installed to all areas where there is a fall height of 1.000 or more can occur from the floor or opening in the exterior envelope of the building, or a change in level</i>)	P	F	N/A	
48	Restriction stays (<i>to opening widow <760 above floor or a foothold. If there is a fall of 1.0m or more from floor level to limit opening to 100mm max.</i>)	P	F	N/A	
Smoke Alarms					Comments (reasons for decisions)
49	Smoke alarms with hush buttons installed in every bedroom or within 3.0m of every bedroom door or escape routes and every building level.	P	F	N/A	
Exterior					Comments (reasons for decisions)
50	Exterior envelope status and type (<i>complete and weatherproof</i>)	P	F	N/A	
51	Elevations compared to consented documents?	P	F	N/A	
52	Flashings to openings complete and weathertight (<i>meter boxes, pipes, taps etc</i>)	P	F	N/A	
53	Parapet flashings correctly installed	P	F	N/A	
54	Wall cladding fixings/soakers/scribers status	P	F	N/A	
55	Brickwork weep holes/ventilation (<i>how is it achieved</i>) Top and bottom	P	F	N/A	

56	Ground/paving heights (<i>record dimensions</i>)	P	F	N/A	
57	Decks/barrier heights / threshold dimensions (<i>complete separate deck checklist for remainder of deck</i>)	P	F	N/A	
58	Sub floor access/insulation/ ventilation type	P	F	N/A	
59	Roof cladding type /flashing status/ roof penetration flashings types	P	F	N/A	
60	Landscaping status (<i>completed or not</i>)	P	F	N/A	
61	Stormwater disposal from hardstand areas? (<i>confirm formation of cess pit</i>)	P	F	N/A	
On Site Effluent Disposal Systems					Comments (reasons for decisions)
62	System type matches BC	P	F	N/A	
63	Statement (construction review) supplied from the installer or designer?	P	F	N/A	
64	If required, can effluent disposal area be isolated from stock or vehicle damage, etc?	P	F	N/A	
Damage Deposit					Comments (reasons for decisions)
65	Footpath and/or kerb condition	P	F	N/A	
66	Can damage deposit be refunded? <i>If no, take photographs for evidence</i>	P	F	N/A	
Crossing Deposit					Comments (reasons for decisions)
67	Is crossing formed in accordance with RDC requirements?	P	F	N/A	
68	Can crossing deposit be refunded? <i>If no, take photographs for evidence</i>	P	F	N/A	
Overhead Power Lines					Comments (reasons for decisions)
69	Overhead power lines have correct clearance to building elements	P	F	N/A	
PHOTOGRAPHS (compulsory)					Comments (reasons for decisions)
70	Photographs taken of all exterior elevations!	P	F	N/A	
Producer Statements/Statement of Compliance/ Certificates					Comments (reasons for decisions)
71	Energy Certificate for Electrical work	P	F	N/A	
72	Energy Certificate for Gas work	P	F	N/A	
73	Exterior Plaster System	P	F	N/A	
74	Plumbing (<i>pressure tests</i>)	P	F	N/A	
75	As built drainage plan	P	F	N/A	
76	Membranes	P	F	N/A	
77	Roofing	P	F	N/A	
78	As built supplied	P	F	N/A	
79	Producer statements	P	F	N/A	
80	Survey certificates	P	F	N/A	
81	Other	P	F	N/A	
NOTICES					Comments (reasons for decisions)
82	<i>NTF and Instruction Sheets complied with?</i>	P	F	N/A	