

BC No:	Contact on site <i>(Name, licence no. – RBW, company & position)</i>		
Date:			
Inspector:	Area of work inspected:		
Inspection Comments / Notes: <i>(Include comment on any alternative solutions identified, site observation statements, warranties or 'As Builts's to be provided, if applicable)</i>			
If Inspection Result = PASS then date and sign here		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

Pre Line Building					Comments (reasons for decisions)
1	Approved Consent documents on site	P	F	N/A	
2	Previous comments/ instructions – PIM/BC conditions and endorsements	P	F	N/A	
Exterior E2,B2					Comments (reasons for decisions)
3	Exterior envelope is complete	P	F	N/A	
4	Fixing and detailing of roofing elements <i>(as seen from ground)</i>	P	F	N/A	
5	Fixing and detailing of wall cladding elements	P	F	N/A	
6	Are all cladding / roofing penetrations detailed as per consent?	P	F	N/A	
7	Re confirm ground levels <i>(no surprises later)</i>	P	F	N/A	
Wall Framing BI,B2					Comments (reasons for decisions)
8	Framing grade, spacing and treatment	P	F	N/A	
9	Bottom plate fixings for braced and non braced walls are correct	P	F	N/A	
10	Moisture content?	P	F	N/A	
11	Framing for ceiling diaphragms <i>(Double top plate of top plate packer-ex 40mm)</i>	P	F	N/A	
12	Air seal to window / door jambs confirm PDF rod installed	P	F	N/A	
Ceiling Framing & Battens BI,B2					Comments (reasons for decisions)
13	Size, type, span and centres	P	F	N/A	
14	Moisture content	P	F	N/A	
15	Openings in diaphragm ceilings compliant	P	F	N/A	
Mid Floor Structure BI,B2					Comments (reasons for decisions)
16	Floor joist sizes, treatment and grade in accordance with consent <i>(record findings)</i>	P	F	N/A	

17	Trimming joists/ cantilevered joists correctly constructed in accordance with consent documents	P	F	N/A	
18	Nogs between joists for connection of braced panels at both ends where connection to joists not possible	P	F	N/A	
19	Nogs for non braced and braced wall support	P	F	N/A	
20	Solid blocking to centre of floor joist spans of span 1 st floor?	P	F	N/A	
21	Holes and notches in framing and joists	P	F	N/A	
Wet Area Floors E3,B2					Comments (reasons for decisions)
22	Confirm product to be used to water proof timber floors.	P	F	N/A	
Insulation H1,B2					Comments (reasons for decisions)
23	Glazing (<i>single or double glazed, check consent</i>)	P	F	N/A	
24	Roof & wall insulation R values	P	F	N/A	
Multi Unit Dwellings (Stc Rating) G6,B1,B2					Comments (reasons for decisions)
25	Construction method / insulation of STC rated walls and ceiling is completed in accordance with consent?	P	F	N/A	
Fire Rating C,B1,B2					Comments (reasons for decisions)
26	Fire wall framing correctly set out for type of system and fixed to other elements to provide stability <ul style="list-style-type: none"> All sheet joints supported Fire rated ceilings are supported by fire rated walls Bottom plates strapped and bolted to provide stability in accordance with design. 	P	F	N/A	
27	Penetrations in fire walls prepared correctly	P	F	N/A	
28	Steel studs 'friction fitted' where specified	P	F	N/A	
	Expansion gap to steel studs where specified	P	F	N/A	
29	Timber/steel dimensions correct for system required	P	F	N/A	
30	Nog and solid blocking placement correct	P	F	N/A	
31	Joints on opposite sides of the wall will be staggered (steel frames only)	P	F	N/A	
DAP D1,G1,NZS 4121					Comments (reasons for decisions)
31	Are DAP facilities being installed?	P	F	N/A	
32	Does the accessible route comply (<i>1200mm</i>)?	P	F	N/A	
33	Are thresholds at correct height?	P	F	N/A	
34	Are door openings correct (<i>discuss with builder, cavity sliders require an 860 leaf generally</i>)?	P	F	N/A	
35	Do corridor widths comply?	P	F	N/A	
36	Have nogs been installed for grabrails?	P	F	N/A	
Tiles over Aqualine E3,B2					Comments (reasons for decisions)
37	Internal corners have metal reinforcement (<i>32x32x0.55 fixed 300mm c</i>)	P	F	N/A	
38	Weight of tiles will dictate thickness of Gib Aqualine	P	F	N/A	
39	13mm min for steel frame	P	F	N/A	
40	All sheet joints over framing	P	F	N/A	