

Commercial Inspection Checklist - Postline

Address: _____ Building Consent No.: _____

Tradesperson: _____ Tradesperson: _____

Reg.No.: _____ Contact Details: _____ Reg. No.: _____ Contact Details: _____

Date: _____ Time: _____

Staged/Partial Inspection: _____ of _____

Item to be inspected for compliance: with the Building Act 2004, NZBC and Approved Documents. Complies with approved plans and specifications. <small>Note: N/A = this item is not applicable to this application and has not been assessed</small>	Outcome¹			Details of Inspection & Comments: Comments must be made for: 1. Non-complying Items 2. Items/work deviates from approved documents 3. Detail alternative solution & how compliance achieved
	Pass	N/A	Fail	
Conditions of consent/site instructions read?				Yes / No
Approved plans & specifications sighted? ²				Yes / No
Approved plans include specific design detail?				Yes / No
Preline inspection passed?				
Amended plans provided?				Yes / No
Site hazard board read	Yes / N/a / No			
Special PPE required for this site (as detailed on hazard board)?	Yes / No			Specify: safety footwear / eye protection / dust mask high visibility jacket / hard hat Other:
Bracing				
Engineer detail as per approved plans				
Bracing sheet material (type & thickness)				
Size & location of elements as per plans				
Fixing of sheets				
Double sided bracing, fixings both sides of element				
Ceiling Diaphragm				
Size & location				
Fixing of sheets				
Fire Walls				
Property rating requirements checked ³				
Life rating requirements checked ⁴				
Sheet material (type & thickness)				
Fixing of sheets				
Size & location of elements as per plans ⁵				
Seal of penetrations				
Other Linings				
Walls (type & thickness) i.e. villa board, ply, etc.				
Ceilings (type & thickness)				
Acoustic design (sealants, battens, etc.)				
Safety				
Glazing				
Window restrictors ⁶				
Notes⁷:				

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	Pass	N/A	Fail	
Amended plans required?	Yes / No			Officer:
Amended specifications required?	Yes / No			
Reinspection required?	Yes / No			Signed:
Site instruction issued?	Yes / No			
Post Line inspection passed?	Yes / No			Date:

¹ Pass = Compliance with approved plans & documentation, N/A = Not applicable to this project, Fail = Non-compliance with approved plans & documentation

² Approved stamped site plan, foundation plan, cross section drawings, truss layout and fixing detail, specifications, engineer detail, floor plan, drainage plan, effluent disposal site plan and detail

³ For consents processed prior to April 2012, the term 'property rating' may be referred to as 'S rating'

⁴ For consents processed prior to April 2012 the term 'Life rating' may be referred to as 'F rating'

⁵ Check for approved fire seals i.e. intumescent sealer, flush boxes, fire collars, insulation & note types of protection

⁶ F4 AS1 Section 4

⁷ Note any additional information, such as: cast in fixings, timber, etc.