



Project Finalisation Checklist

Routine Minor Works

Date:			
Developer Works Deed Number:			
Accredited Design Consultant:			
	Designer		HW
Work As Constructed	Yes	N/A	Confirm
Work As Constructed drawings / design	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Junction sheet for sewer mains (STS 903, Appendix 1)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Schedule of technical data (STS 903)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Visual inspection – photos showing works in ground (open trench)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Visual inspection – photos showing site restoration	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Construction Issue Register (if required)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ITPs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Certificate of Completion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Accredited Design Consultant's comments (if required)			
Hunter Water finalisation package results			Yes
			No
Complete	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Email sent to Accredited Design Consultant for additional requirements	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Email sent issuing Section 50 Certificate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Copy of WAC documents sent to Assets Information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hunter Water Asset and Review Team officer's name:			
Date review completed:			
Hunter Water Asset and Review Team officer's signature:			
Hunter Water's comments (if required)			