



Design Submission Checklist

Routine Works

Date:			
Accredited Design Consultant:			
Developer Works Deed Number:			
Routine Minor or Routine Major Works:			
	Designer		HW
Pre-design checklist	Yes	N/A	Confirm
Executed Deed submitted	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Water main/sewer shutdown advice request submitted	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Review of Environmental Factors approved	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Design documentation	Yes	N/A	Confirm
Design Plans in PDF & DWG format in accordance with STS 911	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Design Checklist	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Verification and Monitoring Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Entry Permit/s	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Design Compliance Certificate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Shutdown fee paid (if applicable)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Asset creation (mandatory fields to complete)			
Length of sewer mains proposed (m):			
Length of water mains proposed (m):			
Construction cost estimate (\$):			
Date of commencement:			
Forecast completion date:			
Accredited Design Consultant's comments (if required)			
Hunter Water design submission package results – HUNTER WATER TO COMPLETE			Yes
			No
Design submission complete	<input type="checkbox"/>	<input type="checkbox"/>	
Email sent to Accredited Design Consultant advising correct	<input type="checkbox"/>	<input type="checkbox"/>	
Email sent to Accredited Design Consultant for additional requirements	<input type="checkbox"/>	<input type="checkbox"/>	
Assessment and Review Team Officer name:			
Date review completed:			
Assessment and Review Team Officer signature:			
Hunter Water comments (if required)			