



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 Plan	<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)				