



## A&C – Certificate of Completion with Network Works, No Provisional Certificate of Completion - Assessment Checklist

### Construction Certifier Checklist: - *(Aligned with On-Line Form)*

The following section of this submission is the Construction Certifier Checklist and must be completed by the Construction Certifier.

The Construction Certifier must make every effort to ensure all information contained in this checklist is accurately addressed.

Notwithstanding the content of this checklist, it is the responsibility of the Major / Minor Connection Certifier to ensure the submission fully complies with the [Unitywater Connections Policy](#), [SEQ Code](#) and the [Accreditation and Certification Manual](#).

Item No	Non-Conformance Items	Non-Conformance Type		Comments
		Minor NC	Major NC	
1	Correctly processed the works completed certification as per A&C Manual Construction section 5.1.1 Construction Certifier a to d (10)	1		
2	Ensure Horizontal Directional Drilling (HDD) Acceptance criteria as per SEQ WSA02 Clause 7.6.4 has been achieved as follows: (10)		10	
3	Any other item that Unitywater deems reasonable and relevant to attract a non conformance (1)		10	

### Major / Minor Connection Certifier Checklist: - *(Aligned with On-Line Form)*

The following section of this submission is the Major / Minor Connection Certifier Checklist and must be completed by the Major / Minor Connection Certifier.

The Major / Minor Connection Certifier must make every effort to ensure all information contained in this checklist is accurately addressed.

Notwithstanding the content of this checklist, it is the responsibility of the Major / Minor Connection Certifier to ensure the submission fully complies with the [Unitywater Connections Policy](#), [SEQ Code](#) and the [Accreditation and Certification Manual](#).

Item No	Non-Conformance Items	Non-Conformance Type		Comments
		Minor NC	Major NC	
1	Correct Fees Paid (1)	1		
2.a	Confirmation of no outstanding Unitywater Charges on the property (10)		10	



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		Minor NC	Major NC	
3	Relevant Connection Approvals identified & listed in supporting comments (10)		10	
4	All conditions of the Connection Approval/s have been complied with (10)		10	
5.a	Infrastructure Charges Payment (10)		10	
6.b	Survey Plan (Signed) (10)		10	
7.c	Licensed surveyors easement certification (10)		10	
8.d	Demonstrated that plumbing compliance final certificate issued (for multi-residential or non-residential building approvals) (10)		10	
9.e	Easement documents are certified (attach email to demonstrate) (10)		10	
10.f	Achieved Sub-Metering Compliance Audit prior to submission for Certificate of Completion (10)		10	
11.g	Draft Certificate of Completion (10)		10	
12.h	Any other item that Unitywater deems reasonable and relevant to attract a non-conformance (1)	1		
<b>On-Maintenance Checklist</b>				
1	Provided 7 business days' notice for the On-Maintenance Inspection appointment (10)		10	
2	Provided As-Constructed package with the On-Maintenance Inspection Notification (10)		10	
3	All defects and corrective actions are recorded (10)		10	



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		Minor NC	Major NC	
4	Identified and had rectified OR accepting construction tolerances outside SEQ Code requirements (10)		10	
5	Ensured Horizontal Directional Drilling (HDD) Acceptance criteria as per SEQ WSA02 Clause 7.6.4 has been achieved as follows: (10)		10	a. Where ponding found by CCTV, consultant to ensure PDWF will not exceed 70% pipe depth b. If above requirement not met then works excavated and made good or abandoned and started again
6	Any other item that Unitywater deems reasonable and relevant to attract a non-conformance (1)	1		
<b>On-Maintenance Submission</b>				
1	Correct fees paid (1)	1		
2a	Certified Construction Inspection Record Package (10)		10	
2b	Confirmation of payment and still within validity period for the Private Works Quote associated with all live connection works applicable (10)		10	
2c	Maintenance Bond Calculation Schedule (identifying construction cost) (10)		10	
2d	Maintenance Bond Payment (Cash, Bank Guarantee or Bank Transfer) (10)		10	
2e	Form - Appendix B (for the asset handover deliverables as per SEQ Code) (10)		10	
2f	ADAC As-Constructed XML File (.xml format) (10)		10	



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		Minor NC	Major NC	
2g	As-Constructed Autocad drawing file (.dwg format) (10)		10	
2h	As-Constructed file (pdf format) (10)		10	
2i	Design redline markups (pdf format) (10)		10	
2j	Electronic CCTV survey video package (10)		10	
2k	Sewer Main Vacuum Test Passed results (10)		10	
2l	Sewer Main Ovality Test Passed results (10)		10	
2m	Access Chamber Vacuum Test Passed results (10)		10	
2n	Trench Compaction Test Passed results (10)		10	
2o	Unitywater Subdivision Water Meter & Property Conditions Template (10)		10	
2p	Water Main Hydrostatic Test Passed results (10)		10	
2q	Completed F10045 – Water Quality Mains Commissioning Form (10)		10	
3	File name for documents in submission is compliant with Unitywater file naming convention (1)	1		
4a	Surveyors Certification on face of plan (10)		10	
4b	Unitywater As Constructed Plan Number (10)		10	
4c	Unitywater title block (10)		10	
4d	Drawing creator inserted logo and contact details (10)		10	



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Item No	Non-Conformance Items	Non-Conformance Type		Comments
		Minor NC	Major NC	
4e	Text size within drawings (10)		10	
4f	Text overwriting line work (10)			
4g	Text font types (1)	1		
4h	Line types (1)	1		
4i	Scale bar (1)	1		
4j	North point (1)	1		
4k	Subject development cadastral boundaries and property descriptions (10)		10	
4l	Existing and proposed sewer asset (1)	1		
4m	Maintenance Hole attribute (1)	1		
4n	Maintenance Shaft attribute (1)	1		
4o	TEP attribute (1)	1		
4p	Sewer Main attribute (1)	1		
4q	Sewer House Connection attribute (1)	1		
4r	Long Radius Bend attribute (1)	1		
4s	Connection Details (1)	1		
4t	Existing and proposed water supply asset (1)	1		
4u	Water Main attribute (1)	1		
4v	Water Service Conduit attribute (1)	1		
4w	Water Service Pipe attribute (1)	1		
4x	Water Valve attribute (1)	1		
4y	Hydrant attribute (1)	1		



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	Non-Conformance Items	Non-Conformance Type		Comments
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4z	Water Fittings attribute (Ready taps, Reducers, DEC, Tees) (1)	1		
5	Any other item that Unitywater deems reasonable and relevant to attract a non-conformance (1)	1		