

**Notes:**

1. Unitywater, at its discretion, may audit more frequently any entity or Registered Certifier it considers to potentially be a conflict risk due to (amongst others) multiple roles within the accreditation scheme. (ref. Accreditation and Certification Manual, Business Models - page 14).
2. The extent of Unitywater audits are not limited to this checklist but cover all the requirements of the SEQ Code. Any additional recognised Non-Conformances will nominally be scored at a 2, though at Unitywater's discretion, may attract a higher score, based on risk.
3. Issue of a Unitywater decision does not imply an audit with a pass result has been achieved. Unitywater reserves the right to conduct audits at any time during the application process (design/construction phases).
4. \* - Means the applicable score will apply to each instance of the described non-conformance identified during the audit assessment.

Item No	Non-Conformance Items	Non-Conformance Type		Comments
		Minor NC	Major NC	
1	Incorrect fees paid.	1		
2	Relevant Development approvals not included, incomplete or incorrect.		10	
3	a. Survey plan (signed).		10	
4	b. 2 x Original version of Water Approval Condition Agreement.		10	
5	c. Schedule of outstanding/uncompleted works.		10	
6	d. Uncompleted Works Bond payment (Cash, Bank Guarantee or bank transfer).		10	
7	e. Maintenance bond calculation schedule (Identifying construction cost).		10	
8	f. Maintenance bond payment (Cash, Bank Guarantee or bank transfer).		10	
9	g. Infrastructure Charges payment.		10	
10	h. Confirmation of payment for the Private Works Quote associated with all live connection works applicable.		10	
11	i. Licensed surveyor's easement certification.		10	
12	j. Easement documents.		10	
13	k. Confirmation of outstanding Unitywater charges on the property.		10	
14	l. Approval reference.		10	
15	Any other item that Unitywater deems reasonable and relevant to attract a non-conformance.	2*		