

F10520 - A&C - Non-Conformance List - Certificate of Completion with Network Works & Provisional Certificate of Completion

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	
Connections Certifier				
1	Incorrect fees paid.	1		
2	Relevant Development approvals not included, incomplete or incorrect.		10	
3	a. Survey plan (signed).		10	
4	b. Infrastructure Charges payment.		10	
5	c. Licensed surveyor's easement certification.		10	
6	d. Easement documents.		10	
7	e. Confirmation of outstanding Unitywater charges on the property.		10	
8	f. Approval reference.		10	
9	Failure to demonstrate plumbing compliance final certificate issued (for multi residential or non-residential building approvals).		10	
10	Failure to achieve Sub Metering compliance audit prior to submission for Certificate of Completion.		10	
11	Failure to demonstrate compliance with all conditions of approvals relevant to Unitywater.		10	
12	Failure to provide 7 days' notice for the On-Maintenance Inspection appointment.		10	
13	Failure to provide as constructed package with the On-Maintenance inspection notification.		10	
14	Failure to identify defects and record corrective action required during the inspection OR completed/follow up recorded defect to confirm actions completed within required timeframe prior to submission - Cosmetic issue.		10	
15	Failure to identify and have rectified OR accepting construction tolerances outside SEQ code requirements.		10	

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Item No	Non-Conformance Items	Non-Conformance Type		Comments
		Minor NC	Major NC	
16	Failure to ensure Horizontal Directional Drilling (HDD) Acceptance criteria as per SEQ WSA02 Clause 7.6.4 has been achieved as follows: a. Where ponding found by CCTV, consultant to ensure PDWF will not exceed 70% pipe depth; and		10	
17	Failure to ensure Horizontal Directional Drilling (HDD) Acceptance criteria as per SEQ WSA02 Clause 7.6.4 has been achieved as follows: b. If above requirement not met then works excavated and made good or abandoned and started again.		10	
18	On-Maintenance Checklist - Any other item that Unitywater deems reasonable and relevant to attract a non-conformance.	2*		
19	On-Maintenance Submission Incorrect fees paid.	1		
20	a. Certified Construction Inspection Record Package.		10	
21	b. Confirmation of payment for the Private Works Quote associated with all live connection works applicable.		10	
22	c. Maintenance bond calculation schedule (Identifying construction cost).		10	
23	d. Maintenance bond payment (Cash, Bank Guarantee or bank transfer).		10	
24	e. Form - Appendix B (for the asset handover deliverables as per SEQ Code).		10	
25	f. ADAC As-Constructed XML File (.xml format).		10	
26	g. As-Constructed AutoCAD drawing file (.Dwg format).		10	
27	h. As-Constructed file (pdf format).		10	
28	i. Design redline mark-ups (pdf format).		10	
29	j. Electronic CCTV survey video package.		10	
30	k. Sewer Main Vacuum Test Passed results.		10	
31	l. Sewer Main Ovality Test Passed results.		10	
32	m. Access Chamber Vacuum Test Passed results.		10	
33	n. Trench Compaction Test Passed results.		10	
34	o. Unitywater Subdivision Water Meter & Property Conditions Template.		10	
35	p. Water Main Hydrostatic Test Passed results.		10	
36	q. Completed F10045 – Water Quality Mains Commissioning Form.		10	
37	File name for documents in submission is not compliant with Unitywater file naming convention.	5		
38	a. Surveyors Certification on face of plan.		10	
39	b. Unitywater Water Plan Number.		10	

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40	c. Unitywater title block.		10	
41	d. Drawing creator inserted logo and contact details.		10	
42	e. Text size within drawings.		10	
43	f. Text overwriting line work.		10	
44	g. Text font types.	1		
45	h. Line types.	1		
46	i. Scale bar.	1		
47	j. North point.	1		
48	k. Subject development cadastral boundaries and property descriptions.		10	
49	l. Existing and proposed sewer asset.	2		
50	m. Maintenance Hole attribute.	2		
51	n. Maintenance Shaft attribute.	2		
52	o. TEP attribute.	2		
53	p. Sewer Main attribute.	2		
54	q. Sewer House Connection attribute.	2		
55	r. Long Radius Bend attribute.	2		
56	s. Connection Details.	2		
57	t. Existing and proposed water supply asset.	2		
58	u. Water main attribute.	2		
59	v. Water Service Conduit attribute.	2		
60	w. Water Service Pipe attribute.	2		
61	x. Water Valve attribute.	2		
62	y. Hydrant attribute.	2		
63	z. Water Fittings attribute (Ready taps, Reducers, DEC, Tees).	2		
64	Any other item that Unitywater deems reasonable and relevant to attract a non-conformance regarding the On-Maintenance Submission.	2*		

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Item No	Non-Conformance Items	Non-Conformance Type		Comments
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Construction Certifier				
65	Certificate of Completion Checklist- Omission of, incomplete or incorrect item required in the works completed certification		10	
66	On-Maintenance Inspection Checklist - Omission of, incomplete or incorrect item required in the works completed certification		10	
67	Ensure Horizontal Directional Drilling (HDD) Acceptance criteria as per SEQ WSA02 Clause 7.6.4 has been achieved as follows: a) Where ponding found by CCTV, consultant to ensure PDWF will not exceed 70% pipe depth; and		10	
68	Ensure Horizontal Directional Drilling (HDD) Acceptance criteria as per SEQ WSA02 Clause 7.6.4 has been achieved as follows: b) If above requirement not met then works excavated and made good or abandoned and started again.		10	
69	Any other item that Unitywater deems reasonable and relevant to attract a non-conformance regarding the On-Maintenance Checklist	2*		