

**A&C - Non-Conformance Report**

**Accreditation and Certification**

**Purpose:**

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| In accordance with section 3.3.15 of the Unitywater ‘UW’ Accreditation and Certification ‘A&C’ Manual, a Statement of Alternative Solutions ‘SoAS’ must not be used by Registered Certifiers to communicate any SEQ Code non-conformances identified during the construction phase.  Therefore, the appropriate format in which the Registered Certifier must communicate construction non-conformances with the approved design or the SEQ Code is by means of a Non-Conformance Report ‘NCR’.  An NCR shall be created for any non-conformances identified during the construction phase and must be sufficiently detailed to ensure the UW Auditor is able to fully understand the non-conforming items and the justification. UW must be notified of the works in the form of an amendment to the approval or a variation as per section 3.7.1 of the UW A&C Manual.  An NCR regarding the approved design or the SEQ Code must be approved by an RPEQ Engineer only. |

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| **Application Details** |

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| NCR Date: | [dd/mm/yyyy] |
| RPEQ Name: | [Full Name] |
| RPEQ No.: | [Number] |
| Street Address: | [Street Address], [Suburb], [Post Code] |
| Estate Name: *(Where Applicable)* | [Estate Name or N/A] |
| Stage Number: *(Where Applicable)* | [Stage Number or N/A] |

[RPEQ Engineer to number and give short title to each non-conforming item / justification. For documentation of additional Items, copy table and populate as required.]

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| **Description of Non-Conforming Items** | **Determination** |
| ***Item 1***  ***Example Only - delete prior to submission*** *(Explain in detail what the non-conformance is?*  *E.g. A number of sewer invert levels have been found to be outside*  *of vertical +10mm, -50mm tolerance. The below values are*  *difference from the tolerance (m):*  *- G53 – BR1/51; DSIL: +0.032*  *- G54 – E1/54; DSIL: +0.038*  *- MS1/57 – E2/57; DSIL: -0.076*  *- G56 – E1/58; DSIL: +0.027*  *- MS/1 - 59-E2/59; DSIL: -0.170*  *- G58 - BR1/62; DSIL: +0.021*  *- G59 - MS1/63; USIL: -0.067, DSIL: -0.071*  *- MS1/63 - E2/63; USIL: -0.071, DSIL: -0.085*  *- G60 - BR1/65; DSIL: +0.030* | ***Example Only - delete prior to submission*** *(Explain in detail what the corrective actions are?*  *E.g. All line grades, excluding the lines listed in the*  *table row left, are within tolerance to the design*  *and maintain appropriate fall through the*  *structures. Clearances between sewer line and*  *services above are also maintained. These*  *invert level differences are considered a minor*  *non-conformance and will have minimal impact*  *on the network. Propose to accept “as is”.* |
|  | **Unitywater Use Only:**  **Satisfactory (Yes/No):**  **Comments:** |

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| **Description of Non-Conforming Items** | **Determination** |
| ***Item 2***  ***Example Only - delete prior to submission*** *(Explain in detail what the non-conformance is?*  *E.g. A number of sewer invert levels have been found to be outside*  *of vertical +10mm, -50mm tolerance. The below values are*  *difference from the tolerance (m):*  *- G53 – BR1/51; DSIL: +0.032*  *- G54 – E1/54; DSIL: +0.038*  *- MS1/57 – E2/57; DSIL: -0.076*  *- G56 – E1/58; DSIL: +0.027*  *- MS/1 - 59-E2/59; DSIL: -0.170*  *- G58 - BR1/62; DSIL: +0.021*  *- G59 - MS1/63; USIL: -0.067, DSIL: -0.071*  *- MS1/63 - E2/63; USIL: -0.071, DSIL: -0.085*  *- G60 - BR1/65; DSIL: +0.030* | ***Example Only - delete prior to submission*** *(Explain in detail what the corrective actions are?*  *E.g. All line grades, excluding the lines listed in the*  *table row left, are within tolerance to the design*  *and maintain appropriate fall through the*  *structures. Clearances between sewer line and*  *services above are also maintained. These*  *invert level differences are considered a minor*  *non-conformance and will have minimal impact*  *on the network. Propose to accept “as is”.* |
|  | **Unitywater Use Only:**  **Satisfactory (Yes/No):**  **Comments:** |