

Applicant's Name:	Consent No:	
Property Address:	Lot No.:	Wind Zone:

**ITEMS TO BE CHECKED** *[Checked against the approved Building Consent (BC) documents]*

**Key:**  
**Decision:**  or  = Pass     or  = Fail, further inspection / documents required     or  or  = Not Applicable  
**Reason for decision:** Compliance or non compliance with the approved building consent documents

<p><b>Review</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Approved BC documents and amendments on site</li> <li><input type="checkbox"/> Prior inspection passed or instructions addressed</li> <li><input type="checkbox"/> Consent conditions checked</li> </ul> <p><b>Interior</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Ceiling insulation is in place / clear of light fittings</li> <li><input type="checkbox"/> Safety glass installed</li> <li><input type="checkbox"/> Wet areas completed: correct installation of shower / bath / laundry, surface areas sealed</li> <li><input type="checkbox"/> Kitchen completed</li> <li><input type="checkbox"/> Smoke alarms installed and operational</li> <li><input type="checkbox"/> Height of window sashes / restrictors</li> <li><input type="checkbox"/> Heights of barriers and handrails as per approved plans</li> <li><input type="checkbox"/> Ventilation to internal spaces</li> <li><input type="checkbox"/> Mechanical ventilation vented to exterior</li> <li><input type="checkbox"/> Firewall integrity</li> <li><input type="checkbox"/> Fire rating complete</li> </ul> <p>Heater checklist completed    <input type="checkbox"/> Yes    <input type="checkbox"/> No    <input type="checkbox"/> NA</p> <p><b>Exterior</b></p> <ul style="list-style-type: none"> <li>Pool checklist completed    <input type="checkbox"/> Yes    <input type="checkbox"/> No    <input type="checkbox"/> NA</li> <li><input type="checkbox"/> Vermin proofing</li> <li><input type="checkbox"/> Flashing / sealants completed &amp; in place</li> <li><input type="checkbox"/> Ground height complies (at time of inspection)</li> </ul> <p>Landscaping completed:    <input type="checkbox"/> Yes    <input type="checkbox"/> No    <input type="checkbox"/> NA  <i>(at time of inspection)</i></p>	<p><b>Exterior (continued)</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Brick veneer weep and ventilation holes</li> <li><input type="checkbox"/> Weathering and penetrations: roof and walls (fixings etc.). Flashing / sealants completed &amp; in place</li> <li><input type="checkbox"/> Construction of decks / steps / retaining walls / handrails, barriers and ramps comply</li> <li><input type="checkbox"/> Sub floor ventilation</li> <li><input type="checkbox"/> Exterior finishing's</li> <li><input type="checkbox"/> Drip edge to flat surfaces</li> <li><input type="checkbox"/> Reflectivity of finishes</li> </ul> <p><b>HCC Only</b>                                    <input type="checkbox"/> Crossing &amp; footpath damage</p> <p><b>Documents Required by Building Consent</b></p> <table border="0"> <tr> <td>CCC application</td> <td><input type="checkbox"/> Received</td> <td><input type="checkbox"/> Outstanding</td> <td><input type="checkbox"/> NA</td> </tr> <tr> <td>All producer statements</td> <td><input type="checkbox"/> Received</td> <td><input type="checkbox"/> Outstanding</td> <td><input type="checkbox"/> NA</td> </tr> <tr> <td>Gas certificate</td> <td><input type="checkbox"/> Received</td> <td><input type="checkbox"/> Outstanding</td> <td><input type="checkbox"/> NA</td> </tr> <tr> <td>Electrical certificate</td> <td><input type="checkbox"/> Received</td> <td><input type="checkbox"/> Outstanding</td> <td><input type="checkbox"/> NA</td> </tr> <tr> <td>Heater installation statement</td> <td><input type="checkbox"/> Received</td> <td><input type="checkbox"/> Outstanding</td> <td><input type="checkbox"/> NA</td> </tr> <tr> <td>Waterproofing certificate</td> <td><input type="checkbox"/> Received</td> <td><input type="checkbox"/> Outstanding</td> <td><input type="checkbox"/> NA</td> </tr> <tr> <td>Records of Work</td> <td><input type="checkbox"/> Received</td> <td><input type="checkbox"/> Outstanding</td> <td><input type="checkbox"/> NA</td> </tr> </table> <p>Other statement, certificate or document:</p> <p>.....    <input type="checkbox"/> Received    <input type="checkbox"/> Outstanding    <input type="checkbox"/> NA</p> <p>.....    <input type="checkbox"/> Received    <input type="checkbox"/> Outstanding    <input type="checkbox"/> NA</p> <p>.....    <input type="checkbox"/> Received    <input type="checkbox"/> Outstanding    <input type="checkbox"/> NA</p> <p><b>The above documents will be assessed back at the office.</b>  <b>If found to be inadequate, the author will be contacted.</b></p>	CCC application	<input type="checkbox"/> Received	<input type="checkbox"/> Outstanding	<input type="checkbox"/> NA	All producer statements	<input type="checkbox"/> Received	<input type="checkbox"/> Outstanding	<input type="checkbox"/> NA	Gas certificate	<input type="checkbox"/> Received	<input type="checkbox"/> Outstanding	<input type="checkbox"/> NA	Electrical certificate	<input type="checkbox"/> Received	<input type="checkbox"/> Outstanding	<input type="checkbox"/> NA	Heater installation statement	<input type="checkbox"/> Received	<input type="checkbox"/> Outstanding	<input type="checkbox"/> NA	Waterproofing certificate	<input type="checkbox"/> Received	<input type="checkbox"/> Outstanding	<input type="checkbox"/> NA	Records of Work	<input type="checkbox"/> Received	<input type="checkbox"/> Outstanding	<input type="checkbox"/> NA
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**NOTE: The project must pass both Final Plumbing and Final Building Inspections, and the BCA must be supplied with the required documents listed above, to an adequate standard, BEFORE the application for CCC can be lodged.**

**Comments if required:**     Photos attached *(if relevant)*     Memo / Instruction No: .....     Verbal instruction *(specify):*



OUTCOME OF DECISIONS [Tick the correct outcome: e.g. <input checked="" type="checkbox"/> PASS or <input checked="" type="checkbox"/> FAIL etc.]	
Work complies with the approved BC documents <input type="checkbox"/> PASS <input type="checkbox"/> FAIL. But work may proceed to next inspection. <input type="checkbox"/> FAIL. Repeat inspection required <input type="checkbox"/> Additional fee Officer Name: Signature : _____ Date: _____	REPEAT: Work complies with the approved BC documents <input type="checkbox"/> PASS <input type="checkbox"/> FAIL. But work may proceed to next inspection. <input type="checkbox"/> FAIL. Repeat inspection required <input type="checkbox"/> Additional fee Officer Name: Signature: _____ Date: _____

ASSESSMENT OF DOCUMENTATION RECEIVED	BC Number: _____
<b>Key for statement types:</b> Cladding (CL) Electrical (EL) Engineer / Designer (PS4) Gas (GS) Glazing (GL) Insulation (IN) As-laid drainage (ALD) Pressure test (P) Smoke alarm (SM) Sprinklers (SP) Surveyors confirmation of height / siting (SV) Waterproofing (WP) Solar systems (S) Truss layout (TR) Under floor / tile heating (H) Other (O) <i>[Specify].....</i>	

Record the Author's Name (Not the company name). If author providing more than one document, list and assess each document)	Decisions Regarding Document Content						Decision Regarding Author registration					Reason for decision ✓ / Y / P = content adequate / author approved / other reason recorded below#  × / N / F = content inadequate / author not approved / other recorded below#	Outcome of decision Accept document or Reject document
	(✓ / Y / P = Pass × / N / F = Fail / - / NA = Not Applicable)												
	Statement type / Header (see keys above)	Site Address / Legal description	Insurance	Date	B. Code (parts)	Work identified	Name & signature	<a href="#">CPEng register</a> (Engineers)	<a href="#">NZRAB register</a> (Reg. Architects)	<a href="#">EWRB register</a> (Energy work)	<a href="#">PGD register</a> (Plumbers, Drainlayers)		

#Other reason(s) for decision(s): (Use this area for "other" statement types, or for giving reasons for decisions where a statement is not complete or an author is not registered, but you are accepting their statement)

