

Inspection Checklist – Final – Relocation

Address: _____ Building Consent No.: _____

Tradesperson: _____ Tradesperson: _____

Date: _____ Time: _____

Staged/Partial Inspection: _____ of _____

Item to be inspected for compliance: with the Building Act 2004, NZBC & Approved Documents Complies with approved plans & specifications	Outcome ¹			Details of Inspection & Comments: Comments must be made for: 1. Non-complying Items 2. Items/work deviates from approved documents 3. Detail alternative solution & how compliance achieved
	Pass	N/A	Fail	
Special PPE required for this site?	Yes / No			Specify: safety footwear / eye protection / dust mask high visibility jacket / hard hat Other:
Application for Code Compliance Certificate received?	Yes / No			
Conditions of consent/site instructions read?	Yes / No			
Conditions of consent actioned ²				
All required inspections passed				
Reg No: / LBP license detail and Council notified?				Name and #:
Records of work received from all LBP's				
Electrical certificate of compliance provided				
Gas certificate of compliance provided				
HSNO Certificate provided for storage of >100kg LPG on site? ³	Yes / N/a / No			
Producer Statements as specified on building consent conditions provided				
Waste water system inspected? ⁴				
Exterior				
Photos taken (all sides of the building, e.g. where ground levels are questionable or may be built up when landscaping is done)				
Landscaping				not started / started / completed
Floor heights (in relation to ground levels)				
Sub Floor Framing				
Timber treatment ⁵				
Timber treatment of cut ends ⁶				
Bearers ⁷				
Height of pile (minimum 150mm) ⁸				
DPC between pile & bearer				
Connections ⁹				
Ordinary pile/bearer (minimum) : ¹⁰ 2 x skew nails and 2 x wire dogs				
Fixing of wall plate to foundation walls ¹¹				
Subfloor				
Base boards & vent grills subfloor area				
Access subfloor area (with door)				
Subfloor ground levels (subfloor ground level must not be lower than exterior ground levels & spoil in the subfloor must be raked out evenly)				
Subfloor insulation				Type:
Ground vapour barrier laid in subfloor area ¹²				
Anchor piles				
Pile/bearer/joist 12Kn connection				
Framed subfloor walls ¹³				
Braced piles				
Pile/bearer/joist 12Kn connection				
Braced pile braces ¹⁴				
Brace connections				

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- ² Verification required e.g. Engineer Certificates, Producer Statements, compaction reports, warranties, surveyor's certificates etc.
- ³ > 100kg LPG stored on site requires Location Test Certificate from an Environmental Risk Management Authority (ERMA) approved HSNO Test Certifier.
- ⁴ If no, issue site instruction and inform plumbing and drainage officer.
- ⁵ B2 AS1 & NZS 3602:2003 & NZS 3604:1999 Section 4.3 / NZS 3604:2011 Section 4.3
- ⁶ NZS 3604 Section 6.6 / NZS 3604:2011 Section 6.6
- ⁷ NZS 3602:2003 Table 1 Minimum treatment H1.2, PNCC would suggest that builders should be encouraged to use H3.1 in this situation
- ⁸ NZS 3604:1999 Section 6.5.1 / NZS 3604:2011 Section 6.5.1
- ⁹ NZS 3604:1999 Section 6.5.2 / NZS 3604:2011 Section 6.5.2
- ¹⁰ NZS 3604:1999 Section 6.5.2 / NZS 3604:2011 Section 6.5.2
- ¹¹ NZS 3604:1999 Section 6.11.9 Fig 6.16 / NZS 3604:2011 Section 6.11.9 Fig. 6.16
- ¹² NZS 3604:1999 Section 6.14.3 & NZS 3604:2011 Section 6.14.3
- ¹³ NZS 3604:1999 Section 6.10 / NZS 3604:2011 Section 6.10
- ¹⁴ NZS 3604:1999 Section 6.10 / NZS 3604:2011 Section 6.10
- ¹⁵ G13 AS2 Section 3.3.1
- ¹⁶ AS/NZS 3500.2.2:2003 Section 4.6.6.7
- ¹⁷ AS/NZS 3500.2.2:2003 Section 3.9.3.1
- ¹⁸ AS/NZS 3500.2.2:2003 Section 3.9.3.2 & Table 3.5
- ¹⁹ G13 AS 2 Section 3.3.1 & Fig. 3
- ²⁰ G13 AS2 Section 3.3.1
- ²¹ Note any additional information, such as: cast in fixings, timber, etc.