

Underground Electrical Infrastructure Quality Assurance Process

This report must be completed in conjunction with the Worksite Inspection Report work instruction JEQA4UJ443MT-150-348


Project Information - Open Trench Civil, Cable Hauling, Open Trench Electrical & Final Inspections
PROJECT DETAILS

Network / PM Order #:		PAL Project Manager:	
Project Name:		Stage:	Location:
CP/PAL approved drawing(s) #:			
Project Type: Network Managed (Option 1): Residential ☐ Industrial ☐ Public Lighting ☐ Network Initiated ☐ Customer Managed (Option 2): Residential ☐ Industrial ☐ Public Lighting ☐			
Project Scope:			

PROJECT STAKEHOLDERS

Customer Project Manager (PM1/PM2)	Company:	Powercor RCL Expiry Date:
	Responsible Person:	Email:
Civil Constructor	Company:	Responsible Person:
	Phone:	Email:
	VEDN #:	VEDN # Next Audit Date:
	VEDN # Expiry Date:	Phone:
Electrical Constructor	Company:	Responsible Person:
	Phone:	Email:
	VEDN #:	Powercor RCL Expiry Date:
	VEDN# Expiry Date:	VEDN # Next Audit Date:
Cable Detailer	Company:	Responsible Person:
	Approved Detailer(s):	
	Phone:	Powercor RCL Expiry Date:
	Email:	
Cable Detailed Plan Drafting	Company:	Responsible Person:
	Phone:	Powercor RCL Expiry Date:
	Email:	

WORKSITE INSPECTION DETAIL

Part 1: Open Trench Civil Audit	Company:	
	Attending Auditor(s):	
	Attending VEDN #(s):	
	Responsible Auditor:	VEDN #: Expiry:
Part 2: Cable Hauling Audit	Company:	
	Responsible Auditor:	VEDN #: Expiry:
Part 3: Open Trench Electrical Audit	Company:	
	Attending Auditor(s):	
	Attending VEDN #(s):	
	Responsible Auditor:	VEDN #: Expiry:
Part 4A: Civil - Final Inspection	Company:	
	Attending Auditor(s):	
	Attending VEDN #(s):	
	Responsible Auditor:	VEDN #: Expiry:
Part 4B: Electrical - Final Inspection	Company:	
	Attending Auditor(s):	
	Attending VEDN #(s):	
	Responsible Auditor:	VEDN #: Expiry:

VEDN RE-AUDIT
REQUIREMENT *Must be completed if a second CP/PAL re-audit is required*

Part 5A: Re-Audit Non-compliance Review	Company:	
	Attending Auditor(s):	
	Attending VEDN #(s):	
	Responsible Auditor:	VEDN #: Expiry:
Part 5B: Re-Audit Civil Final Inspection	Company:	
	Attending Auditor(s):	
	Attending VEDN #(s):	
	Responsible Auditor:	VEDN #: Expiry:
Part 5C: Re-Audit Electrical Final Inspection	Company:	
	Attending Auditor(s):	
	Attending VEDN #(s):	
	Responsible Auditor:	VEDN #: Expiry:

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Electrical Project Managers Declaration <i>Must be completed for all Option 1 URD & Option 2 Projects</i>		Compliant Y / N / NA	Date	Initials
Declaration Statements				
Pre-Commencement Confirmations				
I have confirmed an approved cable detailer has been engaged for this project				
I have confirmed a VEDN approved auditor has been engaged to inspect this project				
The VEDN approved auditor is aware of the photographic requirements of the audit process				
An electrical permit is on issue for this project / permit expiry follow up date reminder has been set				
Approved kiosk retaining wall design & HV earth requirements provided to VEDN auditor and constructor/s				
PART 1: Open Trench Civil Audit Confirmations				
I have checked the audit form & confirm it is fully completed to comply with the current work instructions				
All mandatory sections have been checked and completed with relevant date information				
I confirm all nominated photos have been checked and collated				
PART 2: Cable Hauling Audit Confirmations				
I have checked the audit form & confirm it is fully completed to comply with the current work instructions				
Mandatory photos have been confirmed, checked and found compliant with process requirements				
I confirm all mandatory sections have been checked and completed with relevant date information				
PART 3: Open Trench Electrical Audit Confirmations				
I have checked the audit form & confirm it is fully completed to comply with the current work instructions				
All mandatory sections have been checked and completed with relevant date information				
I confirm that all nominated photos have been checked and collated; mandatory photos provided				
PART 4A: Civil - Final Inspection Audit Confirmations				
I have checked the audit form & confirm it is fully completed to comply with the current work instructions				
All mandatory sections have been checked and completed with relevant date information				
PART 4B: Electrical - Final Inspection Audit Confirmations				
I have checked the audit form & confirm it is fully completed to comply with the current work instruction				
Mandatory photos have been confirmed, checked and found compliant with process requirements				
I confirm all required variations have been requested from council / VicRoads / Powercor and approved				
DECLARATION				
<i>All items in the declaration have been checked & all photo requirements comply with the Worksite Inspection Report instruction.</i>				
Electrical Project Manager taking responsibility:				
Signature of responsible Project Manager:		Date of signature:		
VEDN RE-AUDIT REQUIREMENT <i>Must be completed if a second CP/PAL re-audit is required</i>				
PART 5A: Non-Compliance Review Re-Audit Confirmations				
The Non-compliance List Review and Explanation detail is complete and complies with requirements				
The Improvement Opportunities sections of the form have been completed and are compliant				
PART 5B: Civil - Final Inspection Re-Audit Confirmations				
I have checked the audit form and confirm it is fully completed to comply with the current guidelines				
All mandatory sections are completed with relevant date information				
PART 5C: Electrical - Final Inspection Re-Audit Confirmations				
I have checked the audit form and confirm it is fully completed to comply with the current guidelines				
Issues identified during the PAL audit have been addressed and possible further issues investigated				
With the evidence that I have reviewed I am satisfied that all non-conformances have been addressed				
RE-AUDIT DECLARATION				
<i>All items in the declaration have been checked & all photo requirements comply with the Worksite Inspection Report instruction.</i>				
Electrical Project Manager Taking Responsibility:				
Signature of responsible Project Manager:		Date of signature:		

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PART 1: Open Trench Civil Audit *Must be completed before cable installation*

To complete this part of the form the auditor must have the minimum VEDN classification of Worksite Civil

INSPECTION REQUIREMENT	Project Construction Staged Quality Assurance											
INSPECTION ITEM GUIDELINE	Compliant Y / N / NA	Inspection date	Initials	Compliant Y / N / NA	Inspection date	Initials	Compliant Y / N / NA	Inspection date	Initials	Compliant Y / N / NA	Date	Initials
ROAD CROSSING CONDUITS - NOT COMPLIANT UNTIL MANDATORY SECTION IS COMPLETED												
Building lines determined												
Final surface level determined												
Depth compliant with final surface												
Electrical conduit separation/sequence												
Clearance to other authority assets												
Clearance to communications												
ROAD CROSSING CONDUITS - NOT COMPLIANT UNTIL MANDATORY SECTION IS COMPLETED												
Building lines determined												
Final surface level determined												
Depth compliant with final surface												
Electrical conduit separation/sequence												
Clearance to water/gas mains												
Clearance to storm water/sewer												
Clearance to communications												
AUDIT REFERENCES												
Correct version of construction drawing on site												
All required assets exposed for auditing and detailing												
Kerb installation 90% complete, before cable install												
Lot title boundaries pegged; maximum peg spacing <20m												
Electrical easements pegged; maximum peg spacing <20m												
Kiosk site pegged and free of other assets												
Approved kiosk retaining wall plans available												
TRENCH												
Width to standard or cross-section												
Depth to standard or cross-section												
Joint bay excavations completed and compliant												
Offset and alignment correct; base free of obstructions												
Required asset clearances achievable												
CONDUITS												
Size and category to standard												
Installed to approved drawing or cross-section												
Separation between conduits checked												
Separation from other authorities confirmed												
LV conduit bends inspected												
HV conduit bends inspected												
End of Conduit (EOC) locations to drawing												
All conduits glued and watertight												
Bore conduit installation compliant												
BEDDING SAND												
Grade inspected to standard												
Free of foreign material, clay & stones												
Trench base sand depth correct												
INSPECTION COMPLETION												
All road crossings inspected; all locations compliant												
All conduit clearances confirmed throughout project; all nominated photos taken												
Public light column holes all inspected and compliant												
Trench line inspection fully complete												
Marker tape in all road crossings inspected, depth and alignment compliant												
All service pits bedded on crushed rock and located as per drawing												

PART 1: Open Trench Civil Audit *Must be completed before cable installation.*

To complete this part of the form the auditor must have the minimum VEDN classification of Worksite Civil

Nominated Report Items / Photographic Evidence Tabulation *Must be completed for all Option 1 URD and Option 2 Projects*

[illegible]



AUDIT SCOPE, VARIATION, NON-COMPLIANCE AND RECTIFICATION INFORMATION

DECLARATION : Approved Worksite Civil or Worksite Electrical Taking Responsibility			
All items in the checklist above have been inspected and comply with Technical Standards and the approved drawing.			
Audited by:	Signature:	Date:	VEDN #:

PART 2: Cable Hauling Audit Checklist *A significant or complex HV and LV cable haul must be inspected onsite for all projects*
To complete this part the auditor must have the min VEDN classification of Worksite Electrical (Manual Hauling only) or Worksite Electrical Hauling (Mechanical Hauling)
SITE INFORMATION

Name of trained Crew Leader on site taking responsibility for all cable hauling on the project:					
Names of trained Cable Haulers (minimum 2):					
Date open trench civil audit undertaken:			Date(s) of cable hauling audit:		
Cable drum set up:	☐ Self-loader	☐ Cable stands	☐ Flatbed truck / stand		
LV Cable Haul type:	☐ Hand Drawn	☐ Direct	☐ Manual	☐ Winch	☐ Bonded
	☐ Flaking	☐ Caterpillar			
HV Cable Haul type:	☐ Hand Drawn	☐ Direct	☐ Manual	☐ Winch	☐ Bonded
	☐ Flaking	☐ Caterpillar			

DETAILS OF MAJOR CABLE HAULING ROUTE INSPECTED

HV cable hauling route:
LV cable hauling route:

INSPECTION ITEM	HV Cable	LV Cable	Comments
Minimum Mandatory Inspection requirement	Compliant Y/N/NA	Compliant Y/N/NA	Provide additional detail
Position of truck and cable drum is appropriate to cable haul			
Exclusion zone in place around winch / operator protection			
Rope and cable free from other assets to avoid damage			
Winch position directly in line where possible			
Winch fitted with working tension gauge			
Rollers installed along straight sections			
Rollers installed between drum and trench			
Rollers installed between trench and winch			
Minimum three rollers installed at each corner			
Minimum bending radius of cable not compromised			
Conduit end bell-mouths installed			
Describe system of communication between personnel			
Cable not over spooling from drum			
Cable not catching on drum or cradle			
Cable installed as per PCA40 cable schedule direction			

EVIDENCE OF CABLE HAULING TENSION

HV cable field tension		HV cable drawing tension	
LV cable field tension		LV cable drawing tension	

Photographic Evidence Tabulation *Mandatory requirement for Option 1 URD and Option 2 projects*

Photo Requirement	Location	Photo Description
LV		
LV		
LV		
LV		
HV		
HV		
HV		
HV		

DECLARATION: Approved Auditor Taking Responsibility
All items in the checklist above have been inspected and comply with cable hauling standards.

Audited by:	Signature:	Date:	VEDN #:
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PART 3: Open Trench Electrical Audit *To be undertaken with cables installed before backfill or cover*

Must be completed by a VEDN approved Worksite Electrical Auditor

INSPECTION REQUIREMENT	Project Construction Staged Quality Assurance						Mandatory		
	Compliant Y / N / NA	Inspection date	Initials	Compliant Y / N / NA	Inspection date	Initials	Compliant Y / N / NA	Inspection date	Initials
INSPECTION REFERENCES									
Approved construction drawing on site									
Building lines, easements, reserves and splays pegged									
Mandatory requirement: Kerb installation complete									
CABLES									
Installation complete, cable size and type compliant									
Cable depths verified and final surface levels determined									
Cable offsets confirmed against drawing and cross sections									
Cables laid in correct order with required separations									
All LV cable bends inspected, bending radiuses comply									
All LV mains cable conduit entries inspected									
All HV cable bends inspected, bending radiuses comply									
All HV mains cable conduit entries inspected									
Cable entry to bore conduits inspected									
Sealed and insulated ends located as per drawing									
Cable joints completed and correctly located									
Cable clearances to other assets verified									
Cable entry to public light columns inspected and compliant									
Public light column earth system installed and compliant									
BEDDING SAND									
Grade inspected to standard									
Free of foreign material, clay and stones									
Correct depth above and below cables when compacted									
Correct depth above and below joints when compacted									
PROTECTIVE COVER SLABS									
Size and type compliant									
Installed over all cables and joints									
Overlap and cable overhang checked									
BEFORE FULL TRENCH BACKFILL									
Minimum clearance achieved between all assets and boundary lines									
All cable and joint sanding works completed and inspected									
All cover slabbing work completed and inspected; all pillar locations correct									
Public light columns installed, locations verified and footings compliant									
Kiosk culvert correctly located and installed to standard; cable entry compliant									
Kiosk earth system complies with technical standard and earth study requirements									
Communications conduit works complete, and clearances verified									
Communication pits installed and confirmed to be clear of electrical assets									
All part 3 nominated and mandatory photographs taken									

Mandatory Report Items / Photographic Evidence Tabulation

Must be completed for all Option 1 and Option 2 Projects

Location	Asset Description	Photo Taken	Auditor Initials	Inspection Date

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PART 3: Open Trench Electrical Audit *To be undertaken with cables installed before backfill or cover*

Must be completed by a VEDN approved Worksite Electrical Auditor

Nominated Report Items / Photographic Evidence Tabulation *Must be completed for all Option 1 URD and Option 2 Projects*

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PART 3: Open Trench Electrical Audit (Cont'd) *To be undertaken with cables installed before backfill or cover*

Must be completed by a VEDN approved Worksite Electrical Auditor

Nominated Report Items / Photographic Evidence Tabulation *Must be completed for all Option 1 URD and Option 2 Projects*

[illegible]

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AUDIT SCOPE, VARIATION, NON-COMPLIANCE AND RECTIFICATION INFORMATION

DECLARATION : Approved Worksite Civil or Worksite Electrical Taking Responsibility

All items in the checklist above have been inspected and comply with Technical Standards and the approved drawing.

Audited by:	Signature:	Date:	VEDN #:
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PART 4A: Civil - Final Inspection

Should be completed with trenches backfilled

To complete this part of the form the auditor must have the minimum VEDN classification of Worksite Civil

MANDATORY PROJECT SITE INFORMATION MARKER TAPE INSPECTION REFERENCE POINTS

Number of items on project	Inspection items checked	Date	No. Sites checked	Date	No. Sites checked	Date	No. Sites checked
Public light columns	32mm public light conduits						
New service pits	63mm service cable conduits						
Mains splay conduits	Mains cable splay conduits						
100mm road conduits	100mm road xing conduits						
150mm road conduits	150mm road xing conduits						
Number of lots	Lots where tape inspected						

INSPECTION REQUIREMENT	Project Construction Staged Quality Assurance						Mandatory		
INSPECTION ITEM GUIDELINES	Compliant Y / N / NA	Inspection date	Initials	Compliant Y / N / NA	Inspection date	Initials	Compliant Y / N / NA	Inspection date	Initials
MARKER TAPE INSPECTION RESULT									
Marker tape inspected on 32mm public light conduits									
Marker tape inspected on 63mm service cable conduits									
Marker tape inspected on splay conduits									
Marker tape inspected on 100mm road crossing conduits									
Marker tape inspected on 150mm road crossing conduits									
Marker tape inspected in main cable trench									
Marker tape depth compliant at all locations									
Marker tape asset overhang inspected									
Marker tape/cover slabs over conduits within easements									
SERVICE PITS									
Correctly positioned at building lines									
Final levels and concrete works complete									
Concrete collar and encasement requirements met									
Bodies in new unmodified condition, free of mud and debris									
Lids free, operational and in new condition									
Rim and lid levels compliant with CP/PAL standards									
Conduit entry length correct, free of sharp ends									
Customer conduit lengths and depths inside lots verified									
All new cable and marker pits checked and level									
ASSET CONDITION									
Public light columns free of mechanical damage									
Public light columns free of concrete slurry and tar spray									
LV pillar bollards installed to standard, straight and secure									
LV pillar bodies free of damage, concrete slurry and tar spray									
Substation reserve flat, level and free of other assets									
Ground compacted around kiosk culvert; no gaps under base									
Kiosk shell free of damage and foreign materials									
Vegetation height complies with final audit requirements									

AUDIT SCOPE, VARIATION, NON-COMPLIANCE AND RECTIFICATION INFORMATION

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DECLARATION: Approved Worksite Civil or Worksite Electrical Taking Responsibility

All items in the checklist above have been inspected and comply with Technical Standards and the approved drawing.

Audited by:	Signature:	Date:	VEDN #:
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PART 4B: Electrical - Final Inspection *Must be completed with final levels established* *Must be completed by a VEDN approved Worksite Electrical Auditor*

INSPECTION REQUIREMENT	Project Construction Staged Quality Assurance						Mandatory		
INSPECTION ITEM GUIDELINES	Compliant Y / N / NA	Inspection date	Initials	Compliant Y / N / NA	Inspection date	Initials	Compliant Y / N / NA	Inspection date	Initials
INSPECTION REFERENCES									
Approved construction drawing on site									
Completed detailed drawing available									
Open trench civil report completed									
Open trench electrical report completed									
Open trench audit items for follow-up complete									
All route variations and deviations approved									
All material on site complies with CP/PAL standard									
All over depth conduits and cables approved									
Survey pegs installed <20m: BLs, easements & reserves									
Slip-base column bolt tension checklist completed									
DETAILED DRAWING									
All tie-in location coil & overlap info checked; all pits visible									
All service pit offsets correct, bottom entry pits detailed									
Easement locations can be reproduced on site									
Projected datum and ref points can be reproduced on site									
LV pillar orientation location and offset verified									
PLC locations verified against drawing									
PLC manufacturer, category numbers and PE cells approved									
PLC strength and length, outreach brackets & lanterns comply									
Bore conduit route and transition joints detailed									
All identification numbers and street names correct									
Kiosk schematic, earthing and fault indicator locations verified									
Adjoining sheet references checked									
Remote works shown and key plan correct									
Critical assets confirmed to be clear of tree zones									
CABLE TERMINATIONS AND PUBLIC LIGHT COLUMNS									
All service pits correctly terminated and cables free of damage									
All PLC terminations checked and ID numbers fitted correctly									
PLCs straight, outreach brackets compliant, lanterns level									
All PLC Installation depths checked and compliant									
Flange bolts correctly tensioned, shear connections compliant									
Paint or galvanising in new condition on all PLCs									
LV pillar straight, depth correct, terminations inspected									
LV pillar sand, crutches and switch height checked									
Neutral tags fitted to all neutral cables throughout project									
All insulated ends inspected and tie in cable lengths verified									
Cable Head Pole works compliant, labels fitted									
SUBSTATION									
Located within reserve, level & correctly positioned on culvert									
Size, rating, fuses, and switches comply with drawing									
Oil level, earth connections and screen wires checked									
HV elbows and dead ends to specification									
HV trunks and internal sand levels checked									
LV cable and LV switch labels checked against drawing									
HV cable and HV switch labels checked against drawing									
Nameplates, warning, and external signs inspected									
Cable clearances between circuits and metal work checked									
Earth bar connections checked and tight									
Earth system clearances to other authority assets verified									
Site drainage complete & connected to drainage system									
Fence location within ±50mm of reserve boundary									
Site retaining wall checked against approved specification									
Retaining wall/fence inspected for compliant workmanship									

PART 4B: Electrical - Final Inspection

Must be completed with final levels established Must be completed by a VEDN approved Worksite Electrical Auditor

Mandatory Report Items / Photographic Evidence Tabulation *Must be completed for all Option 1 and Option 2 Projects*

[illegible]

AUDIT SCOPE, VARIATION, NON-COMPLIANCE AND RECTIFICATION INFORMATION

DECLARATION: Approved Worksite Civil or Worksite Electrical Taking Responsibility

All items in the checklist above have been inspected and comply with Technical Standards and the approved drawing.

Audited by:

Signature:

Date:

VEDN #:

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PART 4: Final inspection *To be undertaken with cables installed before backfill or cover*

Must be completed by a VEDN approved Worksite Electrical Auditor

Nominated Report Items / Photographic Evidence Tabulation *Must be completed for all Option 1 URD and Option 2 Projects*

[illegible]

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PART 4: Final inspection *To be undertaken with cables installed before backfill or cover*

Must be completed by a VEDN approved Worksite Electrical Auditor

Nominated Report Items / Photographic Evidence Tabulation *Must be completed for all Option 1 URD and Option 2 Projects*

[illegible]

PART 5A: Re-Audit Non-Compliance Review *Must be completed when a second re-audit is required*

Must be completed as detailed in the Worksite Inspection Report work instruction by a VEDN responsible Worksite Auditor who completed Part 4B

NON-COMPLIANT LIST REVIEW AND EXPLANATION DETAIL

IMPROVEMENT OPPORTUNITY CONSIDERATIONS BY RESPONSIBLE AUDITOR

IMPROVEMENT OPPORTUNITY CONSIDERATIONS BY THE RESPONSIBLE CABLE DETAILER

DECLARATION: Approved Worksite Electrical Taking Responsibility

All items in the checklist above have been inspected and comply with Technical Standards and the approved drawing.

Audited by:

Signature:

Date:

VEDN #:

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PART 5B: Re-Audit Civil - Final Inspection *Should be completed with trenches backfilled*
To complete this part of the form the auditor must have the minimum VEDN classification of Worksite Civil

MANDATORY PROJECT SITE INFORMATION MARKER TAPE INSPECTION REFERENCE POINTS

Number of items on project	Inspection items checked	Date	No. Sites checked	Date	No. Sites checked
Public light columns	32mm public light conduits				
New service pits	63mm service cable conduits				
Mains splay conduits	Splay conduits				
100mm road conduits	100mm road xing conduits				
150mm road conduits	150mm road xing conduits				
Number of lots	Lots where tape inspected				

INSPECTION REQUIREMENT	Project Construction Staged Quality Assurance			Mandatory			Project Management		
	Compliant Y / N / NA	Inspection date	Initials	Compliant Y / N / NA	Inspection date	Initials			
INSPECTION ITEM GUIDELINES									
MARKER TAPE INSPECTION RESULT									
Marker tape inspected on 32mm public light conduits									
Marker tape inspected on 63mm service cable conduits									
Marker tape inspected on splay conduits									
Marker tape inspected on 100mm road crossing conduits									
Marker tape inspected on 150mm road crossing conduits									
Marker tape inspected in main cable trench									
Marker tape depth compliant at all locations									
Marker tape asset overhang inspected									
Marker tape/cover slabs over conduits within easements									
SERVICE PITS									
Correctly positioned at building lines									
Final levels and concrete works complete									
Concrete encasement requirements met									
Bodies in new unmodified condition, free of mud and debris									
Lids free, operational and in new condition									
Rim and lid levels compliant with CP/PAL standards									
Conduit entry length correct, free of sharp ends									
Customer conduit lengths inside lots verified									
All new cable and marker pits checked and level									
ASSET CONDITION									
Public light columns free of mechanical damage									
Public light columns free of concrete slurry and tar spray									
LV pillar bollards installed to standard, straight and secure									
LV pillar bodies free of damage, concrete slurry and tar spray									
Substation reserve flat, level and free of other assets									
Ground compacted around kiosk culvert; no gaps under base									
Kiosk shell free of damage and foreign materials									
Vegetation height complies with final audit requirements									
AUDIT SCOPE, VARIATION, NON-COMPLIANCE AND RECTIFICATION INFORMATION									
DECLARATION: Approved Worksite Civil or Worksite Electrical Taking Responsibility									
<i>All items in the checklist above have been inspected and comply with Technical Standards and the approved drawing.</i>									
Audited by:	Signature:			Date:			VEDN #:		

PART 5C: Re-Audit Electrical - Final Inspection *Must be completed with final levels established*
Must be completed by a VEDN approved Worksite Electrical Auditor

INSPECTION REQUIREMENT	Project Construction Staged Quality Assurance			Mandatory			Project Management Use		
	Compliant Y / N / NA	Inspection date	Initials	Compliant Y / N / NA	Inspection date	Initials	Compliant Y / N / NA	Inspection date	Initials
INSPECTION REFERENCES									
Approved construction drawing on site									
Completed detailed drawing available									
Open trench civil report completed									
Open trench electrical report completed									
Open trench audit items for follow-up complete									
All route variations and deviations approved									
All material on site complies with CP/PAL standard									
All over depth conduits and cables approved									
Survey pegs installed <20m: BLs, easements & reserves									
Slip-base column bolt tension checklist completed									
DETAILED DRAWING									
All tie-in location coil & overlap info. checked, all pits visible									
All service pit offsets correct, bottom entry pits detailed									
Easement locations can be reproduced on site									
Projected datum and ref points can be reproduced on site									
LV pillar orientation location and offset verified									
PLC locations verified against drawing									
PLC manufacturer, category numbers and PE cells approved									
PLC strength and length, outreach brackets & lanterns comply									
Bore conduit route and transition joints detailed									
All identification numbers and street names correct									
Kiosk schematic and fault indicator locations verified									
Adjoining sheet references checked									
Remote works shown and key plan correct									
Critical assets confirmed to be clear of tree zones									
CABLE TERMINATIONS AND PUBLIC LIGHT COLUMNS									
All service pits correctly terminated and cables free of damage									
All PLC terminations checked, ID numbers correctly fitted									
PLCs straight, outreach brackets compliant, lanterns level									
All PLC installation depths checked and compliant									
Flange bolts correctly tensioned, shear connections compliant									
Paint or galvanising in new condition on all PLCs									
LV pillar straight, depth correct, terminations checked									
LV pillar sand, crutches and switch height checked									
Neutral tags fitted to all neutral cables throughout project									
All insulated ends inspected and tie in cable lengths verified									
Cable Head Pole works compliant, labels fitted									
SUBSTATION									
Located within reserve, level & correctly positioned on culvert									
Size, rating, fuses and switches comply with drawing									
Oil level, earth connections and screen wires checked									
HV elbows and dead ends to specification									
HV trunks and internal sand levels compliant									
LV cable and LV switch labels checked against drawing									
HV cable and HV switch labels checked against drawing									
Nameplates, warning and external signs compliant									
Cable clearances between circuits and metal work checked									
Earth bar connections checked and tight									
Earth system clearances to other authority assets verified									
Site drainage complete & connected to drainage system									
Fence location within ±50mm of reserve boundary									
Site retaining wall checked against approved specification									
Retaining wall/fence inspected for compliant workmanship									

Worksite Inspection Report

Document number: SRCE-447194848-37942

Underground Electrical Infrastructure Quality Assurance Process

This report must be completed in conjunction with the Worksite Inspection Report work instruction JEQA4UJ443MT-150-348



PART 5C: Re-Audit Electrical - Final Inspection

Must be completed with final levels established

Must be completed by a VEDN approved Worksite Electrical Auditor

Mandatory Report Items / Photographic Evidence Tabulation

Must be completed for all Option 1 and Option 2 Projects

Location Information	Photo Taken	Auditor Initials	Inspection Date

AUDIT SCOPE, VARIATION, NON-COMPLIANCE AND RECTIFICATION INFORMATION

DECLARATION: Approved Worksite Civil or Worksite Electrical Taking Responsibility

All items in the checklist above have been inspected and comply with Technical Standards and the approved drawing.

Audited by:	Signature:	Date:	VEDN #:
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Document number: SRCE-447194848-37942

Underground Electrical Infrastructure Quality Assurance Process

This report must be completed in conjunction with the Worksite Inspection Report work instruction JEQA4UJ443MT-150-348



Appendix A

Nominated Report Items / Photographic Evidence Tabulation [Additional Space]:

[illegible]

Nominated Report Items / Photographic Evidence Tabulation [Additional Space]:

[illegible]

