

Concrete Footings Construction ITP Template

Reusable editable baseline for cast-in-place building pad, strip and ground-beam footings within a defined package. Covers approved foundation/design basis, excavation handover, set-out, reinforcement/starters, formwork/embeds, pre-pour authorization, concrete delivery/testing, placement, curing, stripping/loading controls and closeout. Excludes piles, bored piers, underpinning, retaining structures, precast footings and ground improvement unless separately specified. No geotechnical acceptance, design values, excavation safety method, tolerances, test rates or release authority is supplied.

Project	[Enter project / state / parties]
Package	concrete-footings
Document / revision	[Enter controlled number and revision]
Issue purpose	For review - proposed editable baseline
Boundary	Complete against project documents; remove out-of-scope activities.

Read before use

- This is a reusable proposed baseline, not an approved project plan or completed inspection record.
- Enter actual acceptance criteria, source revisions/locators, lot basis, frequency, roles and contractual control points from the project. No numeric limit, test result, qualification, signature or client release has been supplied.
- Confirm scope and remove or mark conditional rows that do not apply. Resolve missing or conflicting decisions with the assigned project authority.
- Complete the matching blank Record Prompts only when actual work occurs; retain source certificates and original specialist reports.

Project inputs to resolve

Element / pour / lot: [Enter project source / decision] Identify the physical element, drawing grid/level, pour sequence and lot boundary.

Approved drawings and revisions: [Enter project source / decision] List current structural drawings, details, schedules and approved design changes relevant to this element.

Project specification and adopted standards: [Enter project source / decision] Enter exact contract clauses, adopted standards/editions and project criteria; do not infer adoption from a published edition.

Approved concrete mix and supplier submission: [Enter project source / decision] Identify approved mix, supplier, delivery requirements and any project-authorized adjustments.

Project test plan and acceptance: [Enter project source / decision] Identify specified test methods, sample/lot coverage, acceptance and designated tester/reviewer from controlled project documents.

Performing, reviewing and release roles: [Enter project source / decision] Identify actual contractor, verifier/designer, notice duties, contractual Hold/Witness points and release authority.

Project evidence and closeout requirements: [Enter project source / decision] Identify required pour records, test reports, survey, defect disposition and handover register.

Foundation design and ground basis: [Enter project source / decision] Identify approved foundation design, geotechnical/ground classification, bearing criteria and excavation release responsibility.

Footings schedule and interfaces: [Enter project source / decision] Identify footing type, grid/levels, starters, columns/walls supported, adjacent services and pour segmentation.

Excavation and formation release: [Enter project source / decision] Identify required excavation inspection, geotechnical/design review, authority notification and evidence before concrete.

Stripping / loading release requirements: [Enter project source / decision] Identify design- or project-controlled criteria, authorization and dependent-work release; no value is presumed.

Inspection and Test Plan

Proposed baseline. Replace prompts with controlled project criteria and references before project review.

FND-01 • Package design and footing schedule

Inspection / test	Confirm each footing type, location, support condition, drawings, mix and test requirements before excavation or procurement.
Method	Reconcile footing schedule, structural details, ground report, service conflicts, concrete mix and project-specific inspections; escalate conflicting or incomplete design inputs.
Acceptance condition	For [Enter Element / pour / lot], current [Enter Approved drawings and revisions], [Enter Foundation design and ground basis] and [Enter Footing schedule and interfaces] control the footing geometry and ground basis; approved mix [Enter Approved concrete mix and supplier submission] and tests [Enter Project test plan and acceptance] are identified.
Reference / locator	Topic guidance only; see Source Register. Enter the actual project document, revision and locator.
Trigger / frequency	Proposed: Before excavation and whenever controlling design documents change.
Responsibility	Proposed: [Enter Person/role performing this check] performs and records; [Enter Person/role reviewing this check] reviews only where assigned by project documents.
Point / external party	TBC; Proposed: [Enter project-assigned reviewing / release authority]
Notice / release	Proposed: Confirm project notice recipient, evidence, timing and release authority; no external control point is assigned.
Record	Footing schedule and design coordination register
Applicability / remarks	Proposed baseline. Confirm applicability and replace with controlled project requirement.

FND-02 • Excavation and founding surface handover

Inspection / test	Record actual excavation limits and the assigned inspection/release of the founding condition before blinding, reinforcement or concrete conceals it.
Method	Identify each footing excavation; compare location and depth to approved details; arrange project-required geotechnical/designer inspection; record water, disturbed ground, unsuitable material and instructions.
Acceptance condition	Excavation is accepted only against [Enter Excavation and formation release] and the assigned geotechnical/design authority; visual observation alone does not establish bearing capacity or soil classification.
Reference / locator	Topic guidance only; see Source Register. Enter the actual project document, revision and locator.
Trigger / frequency	Proposed: Each footing or agreed inspection lot before concealment, subject to project notice and coverage requirements.
Responsibility	Proposed: [Enter Person/role performing this check] performs and records; [Enter Person/role reviewing this check] reviews only where assigned by project documents.
Point / external party	TBC; Proposed: [Enter project-assigned reviewing / release authority]
Notice / release	Proposed: Confirm project notice recipient, evidence, timing and release authority; no external control point is assigned.
Record	Footing excavation and founding release record
Applicability / remarks	Proposed baseline. Confirm applicability and replace with controlled project requirement.

FND-03 • Set-out, footing geometry and adjacent services

Inspection / test	Check footing location, orientation, level, steps, offsets and clearance from adjacent works against current approved drawings.
Method	Record actual measurements and method; coordinate service crossings, easements, property interfaces and adjacent footing sequence with relevant package records.
Acceptance condition	Measured location and geometry match [Enter Footing schedule and interfaces] and [Enter Approved drawings and revisions]; deviations and service conflicts have written design disposition before pour.
Reference / locator	Topic guidance only; see Source Register. Enter the actual project document, revision and locator.
Trigger / frequency	Proposed: Each defined footing lot before reinforcement limits access.
Responsibility	Proposed: [Enter Person/role performing this check] performs and records; [Enter Person/role reviewing this check] reviews only where assigned by project documents.
Point / external party	TBC; Proposed: [Enter project-assigned reviewing / release authority]
Notice / release	Proposed: Confirm project notice recipient, evidence, timing and release authority; no external control point is assigned.
Record	Footing set-out and interface check
Applicability / remarks	Proposed baseline. Confirm applicability and replace with controlled project requirement.

FND-04 • Reinforcement, starters and cast-in items

Inspection / test	Check scheduled bars, anchorage/lap locations, starter bars, column/wall interfaces, cover supports and cast-in items against approved details.
Method	Verify identifiers and placement from approved bar schedule; record locations and specified measurement method; reconcile starter projections, waterstops or embeds where designed.
Acceptance condition	Reinforcement, starters and embeds match [Enter Approved drawings and revisions] and [Enter Project specification and adopted standards]; all dimensional/cover criteria are taken from those approved documents, not generic values.
Reference / locator	Topic guidance only; see Source Register. Enter the actual project document, revision and locator.
Trigger / frequency	Proposed: Before concrete placement for each designated footing area, with coverage set by project ITP.
Responsibility	Proposed: [Enter Person/role performing this check] performs and records; [Enter Person/role reviewing this check] reviews only where assigned by project documents.
Point / external party	TBC; Proposed: [Enter project-assigned reviewing / release authority]
Notice / release	Proposed: Confirm project notice recipient, evidence, timing and release authority; no external control point is assigned.
Record	Footing reinforcement and embed pre-pour record
Applicability / remarks	Proposed baseline. Confirm applicability and replace with controlled project requirement.

FND-05 • Formwork and pre-pour readiness

Inspection / test	Inspect any footing forms, construction joints, interfaces, access and final cleanliness; document the project-assigned pre-pour review and release.
Method	Walk each defined pour area; compare geometry, stability evidence, base condition, reinforcement/embeds and approved method with the pour checklist and actual ITP notice.
Acceptance condition	Pre-pour status is recorded against [Enter Approved drawings and revisions], [Enter Project specification and adopted standards] and [Enter Notice and release authority]; only the identified authority can record formal release or contractual acceptance.
Reference / locator	Topic guidance only; see Source Register. Enter the actual project document, revision and locator.
Trigger / frequency	Proposed: Before each defined pour and before concrete placement begins.
Responsibility	Proposed: [Enter Person/role performing this check] performs and records; [Enter Person/role reviewing this check] reviews only where assigned by project documents.
Point / external party	TBC; Proposed: [Enter project-assigned reviewing / release authority]
Notice / release	Proposed: Confirm project notice recipient, evidence, timing and release authority; no external control point is assigned.
Record	Footing pre-pour and release register
Applicability / remarks	Proposed baseline. Confirm applicability and replace with controlled project requirement.

FND-06 • Concrete delivery and specified fresh tests

Inspection / test	Verify concrete docket/mix traceability and capture only project-required tests and samples.
Method	Compare load identity and delivery records to approved mix; record actual addition/rejection; tag fresh tests and specimens to footing, batch, location and named tester.
Acceptance condition	Delivery and results are judged against [Enter Approved concrete mix and supplier submission] and [Enter Project test plan and acceptance]; strength, workability, temperature, sampling frequency and rejection rules are not filled in by this baseline.
Reference / locator	Topic guidance only; see Source Register. Enter the actual project document, revision and locator.
Trigger / frequency	Proposed: For each load/test/sample required by the project test plan.
Responsibility	Proposed: [Enter Person/role performing this check] performs and records; [Enter Person/role reviewing this check] reviews only where assigned by project documents.
Point / external party	TBC; Proposed: [Enter project-assigned reviewing / release authority]
Notice / release	Proposed: Confirm project notice recipient, evidence, timing and release authority; no external control point is assigned.
Record	Footing delivery and fresh test register
Applicability / remarks	Proposed baseline. Confirm applicability and replace with controlled project requirement.

FND-07 • Placement and consolidation around bars / starters

Inspection / test	Observe discharge, lift/sequence, consolidation around congested reinforcement, starter bars, forms and embedded items.
Method	Record observed zone and sequence; compare placement equipment and procedure with approved method; note interruptions, movement, leakage, segregation or corrective action.
Acceptance condition	Placement follows approved [Enter Project specification and adopted standards] and method; movement, void risk, unplanned joints or other departures are documented and dispositioned before dependent construction.
Reference / locator	Topic guidance only; see Source Register. Enter the actual project document, revision and locator.
Trigger / frequency	Proposed: During each pour at the project-defined observation coverage.
Responsibility	Proposed: [Enter Person/role performing this check] performs and records; [Enter Person/role reviewing this check] reviews only where assigned by project documents.
Point / external party	TBC; Proposed: [Enter project-assigned reviewing / release authority]
Notice / release	Proposed: Confirm project notice recipient, evidence, timing and release authority; no external control point is assigned.
Record	Footing placement log
Applicability / remarks	Proposed baseline. Confirm applicability and replace with controlled project requirement.

FND-08 • Curing, stripping and loading control

Inspection / test	Record the specified curing/protection and any project-controlled form removal, backfill, column start or loading release.
Method	Compare actual timing, method and conditions to approved concrete/design instructions; record any engineer/project authorization for stripping or loading.
Acceptance condition	Curing and subsequent work comply with [Enter Project specification and adopted standards] and documented [Enter Stripping / loading release requirements]; no stripping time, strength threshold, backfill permission or load allowance is presumed.
Reference / locator	Topic guidance only; see Source Register. Enter the actual project document, revision and locator.
Trigger / frequency	Proposed: Monitor from placement through each specified release milestone.
Responsibility	Proposed: [Enter Person/role performing this check] performs and records; [Enter Person/role reviewing this check] reviews only where assigned by project documents.
Point / external party	TBC; Proposed: [Enter project-assigned reviewing / release authority]
Notice / release	Proposed: Confirm project notice recipient, evidence, timing and release authority; no external control point is assigned.
Record	Footings curing and early-work release record
Applicability / remarks	Proposed baseline. Confirm applicability and replace with controlled project requirement.

FND-09 • Strength reports, defects and final handover

Inspection / test	Link specified concrete test results, survey, visible defects/repairs and footing records to the supported structure.
Method	Compare laboratory reports and as-built records against project criteria; refer adverse results, honeycombing or geometry issues for responsible design disposition and verify closure.
Acceptance condition	Results and geometry satisfy [Enter Project test plan and acceptance] and [Enter Project specification and adopted standards] or are formally dispositioned; files and outstanding items reconcile with [Enter Project evidence and closeout requirements].
Reference / locator	Topic guidance only; see Source Register. Enter the actual project document, revision and locator.
Trigger / frequency	Proposed: On receipt of required reports, before dependent loading where specified, and at package closeout.
Responsibility	Proposed: [Enter Person/role performing this check] performs and records; [Enter Person/role reviewing this check] reviews only where assigned by project documents.
Point / external party	TBC; Proposed: [Enter project-assigned reviewing / release authority]
Notice / release	Proposed: Confirm project notice recipient, evidence, timing and release authority; no external control point is assigned.
Record	Footing results and closeout register
Applicability / remarks	Proposed baseline. Confirm applicability and replace with controlled project requirement.

Blank matching record prompts

Complete the actual date, observation, result and responsible roles during the work. Blank cells are intentional; this template contains no completed inspection or approval.

FND-01 • Package design and footing schedule

Field	Actual entry / evidence
Footing type / ID	
Grid / level	
Drawing / revision	
Geotechnical/design basis ref	
Conflict / RFI ref	
Date / location / lot	
Actual observation / result / unit	
Original evidence / report reference	
Disposition / corrective action / recheck	
Performed by / date	
Reviewed / decision reference	

FND-02 • Excavation and founding surface handover

Field	Actual entry / evidence
Footing / excavation ID	
Grid / level	
Measured dimensions / depth	
Observed founding condition	
Geotechnical/design inspection ref	
Role / date / release ref	
Date / location / lot	
Actual observation / result / unit	
Original evidence / report reference	
Disposition / corrective action / recheck	
Performed by / date	
Reviewed / decision reference	

FND-03 • Set-out, footing geometry and adjacent services

Field	Actual entry / evidence
Footing ID / grid	
Actual location / level	
Measure method / equipment	
Service/interface ref	
Deviation / disposition ref	
Date / location / lot	
Actual observation / result / unit	
Original evidence / report reference	
Disposition / corrective action / recheck	
Performed by / date	
Reviewed / decision reference	

FND-04 • Reinforcement, starters and cast-in items

Field	Actual entry / evidence
Footing / grid	
Bar / schedule mark	
Starter / supported element ID	
Measured cover / method	
Embed / waterstop ref	
Issue / disposition ref	
Date / location / lot	
Actual observation / result / unit	
Original evidence / report reference	
Disposition / corrective action / recheck	
Performed by / date	
Reviewed / decision reference	

FND-05 • Formwork and pre-pour readiness

Field	Actual entry / evidence
Pour / footing IDs	
Formwork / method ref	
Base / cleanliness observation	
Open item / action	
Installer / role / date	
Release person / role / date / ref	
Date / location / lot	
Actual observation / result / unit	
Original evidence / report reference	
Disposition / corrective action / recheck	
Performed by / date	
Reviewed / decision reference	

FND-06 • Concrete delivery and specified fresh tests

Field	Actual entry / evidence
Footing / pour ID	
Batch / docket	
Mix ID	
Sample / test ID	
Actual result / units	
Tester / role / report ref	
Date / location / lot	
Actual observation / result / unit	
Original evidence / report reference	
Disposition / corrective action / recheck	
Performed by / date	
Reviewed / decision reference	

FND-07 • Placement and consolidation around bars / starters

Field	Actual entry / evidence
Footings / placement zone	
Placement time	
Sequence / lift	
Starter / embed observation	
Interruption / issue / action ref	
Date / location / lot	
Actual observation / result / unit	
Original evidence / report reference	
Disposition / corrective action / recheck	
Performed by / date	
Reviewed / decision reference	

FND-08 • Curing, stripping and loading control

Field	Actual entry / evidence
Footing / pour ID	
Curing / protection method	
Start date/time	
Strip / backfill date and authority ref	
Loading / next-stage release ref	
Date / location / lot	
Actual observation / result / unit	
Original evidence / report reference	
Disposition / corrective action / recheck	
Performed by / date	
Reviewed / decision reference	

FND-09 • Strength reports, defects and final handover

Field	Actual entry / evidence
Footings / supported element	
Sample / batch ID	
Lab / survey report ref	
Actual result / units	
Defect / repair / disposition ref	
Handover record ref	
Date / location / lot	
Actual observation / result / unit	
Original evidence / report reference	
Disposition / corrective action / recheck	
Performed by / date	
Reviewed / decision reference	

Topic guidance sources and limitations

NSW Government Quality Management Guidelines for Construction, Appendix D (ITP guidance)

Public webpage description and Appendix D download listing; Appendix D DOCX content was not inspected.

<https://www.info.buy.nsw.gov.au/resources/construction/quality-management-guidelines-for-construction>

Limited methodology context only: the NSW public page identifies a construction ITP guideline/checklist resource and contract-level quality planning. The linked Appendix D document itself was not inspected, so no detailed template fields or technical acceptance rules are attributed to it.

Queensland TMR MRTS70 Concrete (July 2022)

MRTS70 July 2022: Sections 5 (quality system), 6 (concrete class), 7 (materials), 8 (storage), 9 (mix design/acceptance), 10 (batching/mixing/transport), 11 (plastic concrete acceptance), 12 (hardened concrete acceptance incl. sampling), 13 (environmental limits), 14 (defects/rectification), and 15 (in-situ concrete: tests, falsework/formwork, placement/compaction, tolerances, stripping/loading). Section 17 covers normal-class concrete-specific requirements including placement, finishing, curing and early loading. Local searchable extract: industry-library/text/tmr-mrts70.txt.

[https://www.tmr.qld.gov.au/_/media/busind/techstdpubs/specifications-and-drawings/specifications/2-bridges-and-structures/mrts70.pdf?](https://www.tmr.qld.gov.au/_/media/busind/techstdpubs/specifications-and-drawings/specifications/2-bridges-and-structures/mrts70.pdf?extension=pdf&hash=BD4A48371C386F32622F6862572AA56A&rev=24517261eac44ddb86310c7980172050&sc_lang=en&size=1730809)

[extension=pdf&hash=BD4A48371C386F32622F6862572AA56A&rev=24517261eac44ddb86310c7980172050&sc_lang=en&size=1730809](https://www.tmr.qld.gov.au/_/media/busind/techstdpubs/specifications-and-drawings/specifications/2-bridges-and-structures/mrts70.pdf?extension=pdf&hash=BD4A48371C386F32622F6862572AA56A&rev=24517261eac44ddb86310c7980172050&sc_lang=en&size=1730809)

Inspected topic-specific technical example for Queensland transport/infrastructure concrete. In-situ topics are supported by Section 15; Section 17 is only relevant to its stated normal-class scope. Use numerical or procedural criteria only where the customer project adopts this edition and relevant annexures; not a general building requirement.

Hutchinson Builders, Construction ITPs and Reports suite (downloadable Word examples)

Groundworks ITP/Report, Concrete Place ITP/Report, Structural Steel ITP/Report; downloaded public DOCX files inspected 2026-10-06

<https://subbies.hutchies.com.au/resources/videos/safety-and-quality-planning>

Australian builder industry examples support high-level task sequencing, separate groundworks/concrete/steel process stages, records and lot/report fields only. Examples are explicitly marked EXAMPLE; they are not standards and provide no universal acceptance values or test rates. Original templates are not redistributed or copied.

Standards Australia catalogue — AS 1379:2026, Specification and supply of concrete (metadata only)

Public catalogue listing: AS 1379:2026, Current, published 22 May 2026; metadata checked 7 October 2026. Designation, title, status and publication date only. Full standard text was not inspected.

<https://store.standards.org.au/explore-standards/manufacturing?page=104>

Edition-awareness pointer only; full standard text was not inspected. A new publication does not automatically amend a contract, adopted standard edition or MRTS70 July 2022. Confirm project adoption and applicable amendments before citing clauses or using acceptance values.

Standards Australia catalogue — AS 3600:2018, Concrete structures (metadata only)

Public catalogue lists AS 3600:2018 as Pending Revision and amendments 1:2018 and 2:2021 as Current; metadata checked 7 October 2026. Full standard and amendment texts were not inspected.

[https://store.standards.org.au/search?](https://store.standards.org.au/search?query=AS3600%3A2018%E2%80%93ConcreteStructures&status=Current_PendingRevision)

[query=AS3600%3A2018%E2%80%93ConcreteStructures&status=Current_PendingRevision](https://store.standards.org.au/search?query=AS3600%3A2018%E2%80%93ConcreteStructures&status=Current_PendingRevision)

Optional structural-reference pointer only; full standard and amendment texts were not inspected. Confirm applicability, project-adopted edition and amendments. Catalogue metadata does not establish technical compliance or supply project acceptance criteria.

Topic guidance is provided for orientation only. Confirm applicable jurisdictional adoption, approved design and contract requirements. No cited source substitutes for the complete controlled project documents or licensed standards.