

Stormwater Drainage Installation ITP Template

Original editable baseline for ordinary building stormwater pipework, pits, inlets and approved discharge connections. Covers approved hydraulic design boundaries, products, trench support, measured pipe profile, pit outlet levels, joints/separation, pre-cover records, specified functional checks and outlet handover. Excludes roof-gutter fabrication, public stormwater network construction, flood modelling/design, pumps/tanks and specialist civil stormwater treatment unless separately scoped. Hydraulic criteria, pit/outfall levels and discharge approvals must come from approved design, contract and local authority.

Project	[Enter project / state / parties]
Package	stormwater-drainage
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

Jurisdiction and authority basis: [Enter project source / decision] State/territory, local plumbing regulator and applicable adoption/variations. Confirm current legal requirements.

Approved service drawings and revisions: [Enter project source / decision] Identify plans, risers/isometrics, schedules, details and any approved design revisions.

Project specification and adopted standards: [Enter project source / decision] Record exact contract sources, revisions and adopted editions; do not assume the current edition is the contract edition.

Approved product and material schedule: [Enter project source / decision] Identify approved pipe, fittings, joints, valves and product evidence applicable to this service.

Licensed roles, inspections and release authority: [Enter project source / decision] Identify performing/reviewing roles, regulatory inspections, notification, contractual H/W points and release authority.

Project records and handover requirements: [Enter project source / decision] Identify required test sheets, as-builts, certificates, commissioning and dossier index.

Project-specific test method and acceptance: [Enter project source / decision] Enter method, test medium, limits, duration, section/lot and source from applicable standard/specification/authority.

Concealment, cover and access requirements: [Enter project source / decision] Identify project-required pre-cover evidence and inspection/release arrangements.

Design levels, gradients and hydraulic criteria: [Enter project source / decision] Enter approved invert/cover/finished levels, gradients, capacity and outfall conditions by drawing/spec reference.

Service boundaries and connection interfaces: [Enter project source / decision] Identify property connection, downstream/upstream party, utility/network owner and excluded systems.

Approved stormwater design and discharge basis: [Enter project source / decision] Identify catchment, hydraulic design, approved drainage drawings, downstream connection/outfall and approval conditions.

Inspection and Test Plan

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

STR-01 • Approved stormwater design and discharge boundary

Inspection / test	Confirm catchment/system boundary, design source, point of discharge and approvals before setting out.
Method	Review drainage plans, hydraulic calculations/schedules, easements, authority conditions and outfall/connection details; identify roof, surface and subsurface elements and interfaces with civil works.
Acceptance condition	Installation scope maps to the approved design and authorized discharge point; capacity, catchment assumptions and outlet conditions are not devised by this template. Project basis: [Enter Approved stormwater design and discharge basis]; [Enter Jurisdiction and authority basis].
Reference / locator	Topic guidance only; see Source Register. Enter the actual project document, revision and locator.
Trigger / frequency	Proposed: At the identified item / lot before the next step that would obscure or change the evidence; confirm project-defined coverage and timing.
Responsibility	Proposed: Assigned licensed plumbing contractor performs and records; reviewer / regulator acts only within documented authority. Project role basis: [Enter Licensed roles, inspections and release authority]
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	Stormwater scope, design and approval register
Applicability / remarks	Core for building stormwater package. Proposed baseline. Confirm applicability and replace with controlled project requirement.

STR-02 • Incoming stormwater products and pit components

Inspection / test	Check pipe, fittings, pits, grates and access components against the approved schedule.
Method	Match material/class, dimensions, connection type, grate/cover and required evidence to approved submittals; inspect product condition and hold substitutions for design approval.
Acceptance condition	Products and components suit the approved schedule and location/loading/design conditions; no generic class or product selection is supplied. Project basis: [Enter Approved product and material schedule]; [Enter Project specification and adopted standards].
Reference / locator	Topic guidance only; see Source Register. Enter the actual project document, revision and locator.
Trigger / frequency	Proposed: At the identified item / lot before the next step that would obscure or change the evidence; confirm project-defined coverage and timing.
Responsibility	Proposed: Assigned licensed plumbing contractor performs and records; reviewer / regulator acts only within documented authority. Project role basis: [Enter Licensed roles, inspections and release authority]
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	Stormwater products and pit delivery register
Applicability / remarks	When products or drainage structures are supplied. Proposed baseline. Confirm applicability and replace with controlled project requirement.

STR-03 • Trench, formation and pipe support

Inspection / test	Inspect formation, bedding and support before placing stormwater pipework.
Method	Compare excavation and support conditions with approved civil/drainage details; document groundwater, unsuitable formation, clashes or changed cover for designer disposition.
Acceptance condition	Prepared support and route reflect approved project details and site constraints; unresolved ground and loading issues are dispositioned before installation. Project basis: [Enter Approved service drawings and revisions]; [Enter Project specification and adopted standards].
Reference / locator	Topic guidance only; see Source Register. Enter the actual project document, revision and locator.
Trigger / frequency	Proposed: At the identified item / lot before the next step that would obscure or change the evidence; confirm project-defined coverage and timing.
Responsibility	Proposed: Assigned licensed plumbing contractor performs and records; reviewer / regulator acts only within documented authority. Project role basis: [Enter Licensed roles, inspections and release authority]
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	Stormwater trench and support inspection
Applicability / remarks	Where stormwater pipework is buried or supported. Proposed baseline. Confirm applicability and replace with controlled project requirement.

STR-04 • Pipe line, invert levels and hydraulic profile

Inspection / test	Verify actual pipe route, inverts and gradients against the approved hydraulic layout.
Method	Survey each defined section and compare measured locations, invert levels, gradients, cover and transitions to the approved drawings and stated project tolerance.
Acceptance condition	Measured profile matches the approved design values and tolerance references; do not substitute generic fall, cover or hydraulic capacity assumptions. Project basis: [Enter Design levels, gradients and hydraulic criteria]; [Enter Approved stormwater design and discharge basis].
Reference / locator	Topic guidance only; see Source Register. Enter the actual project document, revision and locator.
Trigger / frequency	Proposed: At the identified item / lot before the next step that would obscure or change the evidence; confirm project-defined coverage and timing.
Responsibility	Proposed: Assigned licensed plumbing contractor performs and records; reviewer / regulator acts only within documented authority. Project role basis: [Enter Licensed roles, inspections and release authority]
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	Stormwater as-laid level and profile survey
Applicability / remarks	Before concealment for buried sections. Proposed baseline. Confirm applicability and replace with controlled project requirement.

STR-05 • Pits, grates and inlet capture interfaces

Inspection / test	Check pit location, orientation, inlet/outlet configuration and grate/cover arrangement against approved detail.
Method	Inspect pit dimensions/benching/outlet arrangement and connected inlets; compare cover/grate level and access with detail and finished surface/traffic/loading schedule.
Acceptance condition	Pit and inlet arrangement matches approved detail; outlet invert and surface level are recorded against project values, with access and loading requirements resolved by the design. Project basis: [Enter Approved stormwater design and discharge basis]; [Enter Design levels, gradients and hydraulic criteria]; [Enter Project specification and adopted standards].
Reference / locator	Topic guidance only; see Source Register. Enter the actual project document, revision and locator.
Trigger / frequency	Proposed: At the identified item / lot before the next step that would obscure or change the evidence; confirm project-defined coverage and timing.
Responsibility	Proposed: Assigned licensed plumbing contractor performs and records; reviewer / regulator acts only within documented authority. Project role basis: [Enter Licensed roles, inspections and release authority]
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	Stormwater pit and inlet inspection sheet
Applicability / remarks	Where pits, grated inlets or access structures are included. Proposed baseline. Confirm applicability and replace with controlled project requirement.

STR-06 • Joints, connections and cross-system separation

Inspection / test	Inspect joints and connections including roof leaders, surface inlets, pits and approved downstream tie-ins.
Method	Check joint preparation and assembly to product instructions; confirm connection direction, seals, cleanout/access and separation from sanitary drainage; record defects before cover.
Acceptance condition	Connections are continuous to the approved layout and remain distinct from sanitary drainage; joint defects and interface clashes are resolved before concealment. Project basis: [Enter Approved product and material schedule]; [Enter Approved service drawings and revisions].
Reference / locator	Topic guidance only; see Source Register. Enter the actual project document, revision and locator.
Trigger / frequency	Proposed: At the identified item / lot before the next step that would obscure or change the evidence; confirm project-defined coverage and timing.
Responsibility	Proposed: Assigned licensed plumbing contractor performs and records; reviewer / regulator acts only within documented authority. Project role basis: [Enter Licensed roles, inspections and release authority]
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	Stormwater joint and connection record
Applicability / remarks	For all included stormwater connections and interfaces. Proposed baseline. Confirm applicability and replace with controlled project requirement.

STR-07 • Pre-cover survey and inspection readiness

Inspection / test	Confirm buried sections, pits and outlet connections are inspectable and test/inspection-ready before backfill.
Method	Reconcile installed line, survey points, test/flow check requirements, authority notice and open design deviations; verify photo/survey evidence is captured while visible.
Acceptance condition	Required inspection, survey and approvals are complete before concealment; unresolved levels, outlet approvals or defects remain open. Project control points are not created by this baseline. Project basis: [Enter Concealment, cover and access requirements]; [Enter Licensed roles, inspections and release authority].
Reference / locator	Topic guidance only; see Source Register. Enter the actual project document, revision and locator.
Trigger / frequency	Proposed: At the identified item / lot before the next step that would obscure or change the evidence; confirm project-defined coverage and timing.
Responsibility	Proposed: Assigned licensed plumbing contractor performs and records; reviewer / regulator acts only within documented authority. Project role basis: [Enter Licensed roles, inspections and release authority]
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	Stormwater pre-cover survey and inspection record
Applicability / remarks	Before backfill or enclosure of stormwater work. Proposed baseline. Confirm applicability and replace with controlled project requirement.

STR-08 • Specified flow, connection or functional check

Inspection / test	Complete only project-specified functional checks and verify discharge follows the approved path.
Method	Use the approved commissioning/check procedure; record source/volume or test condition where specified, observed inlet/pit/outfall behaviour, obstructions, leaks and corrective work.
Acceptance condition	Observed function and discharge path meet project-defined requirements; do not infer a design storm, flow rate, hydraulic capacity or acceptance threshold. Project basis: [Enter Project-specific test method and acceptance]; [Enter Approved stormwater design and discharge basis].
Reference / locator	Topic guidance only; see Source Register. Enter the actual project document, revision and locator.
Trigger / frequency	Proposed: At the identified item / lot before the next step that would obscure or change the evidence; confirm project-defined coverage and timing.
Responsibility	Proposed: Assigned licensed plumbing contractor performs and records; reviewer / regulator acts only within documented authority. Project role basis: [Enter Licensed roles, inspections and release authority]
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	Stormwater functional check and defect log
Applicability / remarks	Only where functional testing/checks are required by project or authority. Proposed baseline. Confirm applicability and replace with controlled project requirement.

STR-09 • Outlet protection, access and handover

Inspection / test	Verify approved outlet connection, erosion/debris protection, maintenance access and closeout records.
Method	Inspect outfall and downstream tie-in against approval details; verify project-required protection and maintenance access; compile as-laid survey, test/check evidence and approvals.
Acceptance condition	Outlet is the approved destination and protection/access requirements are met; project and authority records are indexed with unresolved conditions disclosed. Project basis: [Enter Approved stormwater design and discharge basis]; [Enter Licensed roles, inspections and release authority]; [Enter Project records and handover requirements].
Reference / locator	Topic guidance only; see Source Register. Enter the actual project document, revision and locator.
Trigger / frequency	Proposed: At the identified item / lot before the next step that would obscure or change the evidence; confirm project-defined coverage and timing.
Responsibility	Proposed: Assigned licensed plumbing contractor performs and records; reviewer / regulator acts only within documented authority. Project role basis: [Enter Licensed roles, inspections and release authority]
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	Stormwater outlet and handover dossier
Applicability / remarks	At completion of included stormwater work. 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.

STR-01 • Approved stormwater design and discharge boundary

Field	Actual entry / evidence
Catchment / system ID	
Design drawing / revision	
Approved point of discharge	
Authority / condition reference	
Date / location / lot	
Actual observation / result / unit	
Original evidence / report reference	
Disposition / corrective action / recheck	
Performed by / date	
Reviewed / decision reference	

STR-02 • Incoming stormwater products and pit components

Field	Actual entry / evidence
Pipe / pit / component	
Location / catchment	
Submittal / approval ref.	
Condition / disposition	
Date / location / lot	
Actual observation / result / unit	
Original evidence / report reference	
Disposition / corrective action / recheck	
Performed by / date	
Reviewed / decision reference	

STR-03 • Trench, formation and pipe support

Field	Actual entry / evidence
Section / chainage	
Formation / groundwater	
Approved bedding / support detail	
Instruction / disposition ref.	
Date / location / lot	
Actual observation / result / unit	
Original evidence / report reference	
Disposition / corrective action / recheck	
Performed by / date	
Reviewed / decision reference	

STR-04 • Pipe line, invert levels and hydraulic profile

Field	Actual entry / evidence
Section / chainage	
Measured upstream/downstream inverts	
Measured gradient / method	
Drawing / design tolerance	
Date / location / lot	
Actual observation / result / unit	
Original evidence / report reference	
Disposition / corrective action / recheck	
Performed by / date	
Reviewed / decision reference	

STR-05 • Pits, grates and inlet capture interfaces

Field	Actual entry / evidence
Pit ID / location	
Inlet configuration	
Outlet invert / connection	
Grate / cover level and type	
Date / location / lot	
Actual observation / result / unit	
Original evidence / report reference	
Disposition / corrective action / recheck	
Performed by / date	
Reviewed / decision reference	

STR-06 • Joints, connections and cross-system separation

Field	Actual entry / evidence
Section / connection	
Joint / product type	
Connected system / destination	
Defect / repair reference	
Date / location / lot	
Actual observation / result / unit	
Original evidence / report reference	
Disposition / corrective action / recheck	
Performed by / date	
Reviewed / decision reference	

STR-07 • Pre-cover survey and inspection readiness

Field	Actual entry / evidence
Section / location	
Survey/photo record ref.	
Inspection / notice ref.	
Open item / release ref.	
Date / location / lot	
Actual observation / result / unit	
Original evidence / report reference	
Disposition / corrective action / recheck	
Performed by / date	
Reviewed / decision reference	

STR-08 • Specified flow, connection or functional check

Field	Actual entry / evidence
Catchment / test area	
Approved procedure	
Observed flow / outlet response	
Defect / retest reference	
Date / location / lot	
Actual observation / result / unit	
Original evidence / report reference	
Disposition / corrective action / recheck	
Performed by / date	
Reviewed / decision reference	

STR-09 • Outlet protection, access and handover

Field	Actual entry / evidence
Outfall / authority reference	
Protection detail / check	
Maintenance access check	
As-built / closeout 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

Australian Building Codes Board, NCC 2022 Volume Three — Plumbing Code of Australia

Accessed 2026-10-07; Volume Three index: Section B Water services, Section C Sanitary plumbing and drainage systems, state/territory schedules and Schedule 2 referenced documents.

<https://ncc.abcb.gov.au/editions/ncc-2022/adopted/volume-three>

Official national framework and source locator. State adoption, variations, application and project compliance pathway must be confirmed; NCC edition is not assumed to be the contract edition.

Australian Building Codes Board, NCC 2022 Volume Three — Schedule 2 Referenced documents

Accessed 2026-10-07; entries AS/NZS 3500 Part 1:2021 (B1D3 etc.), Part 2:2021 (C1/C2 provisions) and Part 3:2021 (F1D3, H2D2/H2D6 and 7.4.3).

<https://ncc.abcb.gov.au/editions/ncc-2022/adopted/volume-three/2-referenced-documents/referenced-documents>

Confirms NCC 2022 referenced-document editions and provision cross-references only. Verify the edition actually adopted by the project jurisdiction and contract; full standards text was not used.

Australian Building Codes Board, NCC 2022 Volume Three — VIC Part E4 Stormwater surface and sub-surface drainage systems

Accessed 2026-10-07; VIC E4 provisions include AS/NZS 3500.3 design/construction/installation reference and requirements addressing access, transfer to point of connection, contamination and damage.

<https://ncc.abcb.gov.au/editions/ncc-2022/adopted/volume-three/e-facilities-and-ancillary-additions/vic-part-e4-stormwater-surface-and-sub-surface-drainage-systems>

Victoria-specific state schedule example only. Does not establish national or other-state application or project hydraulic levels, capacity, outlet or acceptance criteria.

Australian Building Codes Board, NCC 2022 Volume Three — Part C1 Sanitary plumbing systems

Accessed 2026-10-07; introduction and Performance Requirements C1P1 disposal, C1P2 access, C1P4 uncontrolled discharge, C1P6 contamination, C1P7 damage.

<https://ncc.abcb.gov.au/editions/ncc-2022/adopted/volume-three/c-sanitary-plumbing-and-drainage-systems/part-c1-sanitary-plumbing-systems>

Official scope and outcome framework for sanitary plumbing; no generic project acceptance values or inspection frequencies inferred.

Victoria Building and Plumbing Commission, DR 07 Bedding site stormwater drains

Practice-note overview and version history: published 13 March 2024; bedding, embedment, backfill, grade and cover topics. Checked 7 October 2026.

<https://www.bpc.vic.gov.au/resource-hub/practice-notes/dr-07-bedding-site-stormwater-drains>

Victoria-specific topic guidance. Overview inspected; project material and dimensional criteria are not derived from it. Verify applicable jurisdiction and adopted requirements.

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.