

structural-steel-itp-template | Inspection and Test Plan

[Fill: project name] | Structural steel fabrication and erection inspection and test plan template — free editable baseline | [Fill: Australian state/territory] | Rev 00 | 2026-10-06 | For review

Contractor: [Fill: contractor] | Client: [Fill: client]

Scope: Reusable baseline for structural steelwork from material receipt and workshop fabrication through coating, delivery and site erection. Separate shop and site lots/roles where different. Excludes design certification, crane/lift engineering, fireproofing and specialist coatings unless included. This is a free, editable, proposed baseline and is not tailored to a project, approved by a client, or evidence of completed inspection. Before use, complete the scope questions and bracketed fields, confirm every criterion and control against current project documents, and remove non-applicable rows.

Exclusions: Confirm exclusions for this project; use the scope notes above.

ID	Stage	Inspection / test	Method	Acceptance requirement	Reference	Frequency	Responsible role	Point	Approval / witness party	Notice / release	Record	Remarks
STE-01	Planning and submittals	Proposed: baseline — Confirm package boundaries, design documents, construction category, inspection/testing plan and fabrication/erection interfaces.	Proposed: baseline — Review approved drawings, specification, annexures and submittal register.	Proposed: baseline — Current approved [Fill: Approved drawings and revisions], [Fill: Construction category], [Fill: Steel Criteria], [Fill: Approved weld procedure, acceptance and sampling criteria], [Fill: Specified NDT method, extent and acceptance criteria] and [Fill: Project coating system, preparation and inspection criteria] requirements are identified; resolve inconsistencies before fabrication.	Guidance only; see Source Register: NSW-QMG, TMR-MRTS78, HUTCHIES-SUI TE	Proposed: Before procurement / fabrication.	Proposed: [Fill: Person/role proposed to perform this check] performs and records; [Fill: Person/role proposed to review or release this check] reviews where the project assigns review.	TBC	Proposed: [Fill: reviewing role / authority assigned by project]	Proposed: Confirm required notice period, who receives notice, release authority and whether a contractual hold/witness point applies.	Steelwork submittal and document register	Proposed: Check this baseline row against project documents; edit or remove it if it does not apply.
STE-02	Material certificates and traceability	Proposed: baseline — Verify section, plate, bolt and consumable identity and link supplied steel to certificates/heat or batch evidence.	Proposed: baseline — Check markings, tags, delivery dockets and certificates against material register and approved grade schedule.	Proposed: baseline — Material type/grade matches [Fill: Material grades / certification criteria] and each item/lot is traceable to required certification; quarantine unidentified or discrepant material.	Guidance only; see Source Register: NSW-QMG, TMR-MRTS78, HUTCHIES-SUI TE	Proposed: Each delivery and before traceability is lost through cutting/blasting.	Proposed: [Fill: Person/role proposed to perform this check] performs and records; [Fill: Person/role proposed to review or release this check] reviews where the project assigns review.	TBC	Proposed: [Fill: reviewing role / authority assigned by project]	Proposed: Confirm required notice period, who receives notice, release authority and whether a contractual hold/witness point applies.	Steel material register and certificates	Proposed: Check this baseline row against project documents; edit or remove it if it does not apply.
STE-03	Material condition and storage	Proposed: baseline — Inspect received steel and consumables for damage, corrosion, distortion, contamination and protected storage.	Proposed: baseline — Visual inspection on receipt and before use; check storage requirements for consumables.	Proposed: baseline — Condition remains suitable for specified fabrication/coating; damage or consumable storage excursions are recorded and dispositioned.	Guidance only; see Source Register: NSW-QMG, TMR-MRTS78	Proposed: Every delivery and before use.	Proposed: [Fill: Person/role proposed to perform this check] performs and records; [Fill: Person/role proposed to review or release this check] reviews where the project assigns review.	TBC	Proposed: [Fill: reviewing role / authority assigned by project]	Proposed: Confirm required notice period, who receives notice, release authority and whether a contractual hold/witness point applies.	Incoming steel inspection	Proposed: Check this baseline row against project documents; edit or remove it if it does not apply.
STE-04	Fabrication set-out and cutting	Proposed: baseline — Check member identity, cut lengths, hole positions, edge preparation and fabrication dimensions.	Proposed: baseline — Measure against shop/approved drawings and fabrication schedule before assembly or welding.	Proposed: baseline — Dimensions and preparation match [Fill: Fabrication dimensions / tolerances]; revisions and approved deviations are traceable.	Guidance only; see Source Register: NSW-QMG, TMR-MRTS78, HUTCHIES-SUI TE	Proposed: Each member or defined fabrication lot before assembly.	Proposed: [Fill: Person/role proposed to perform this check] performs and records; [Fill: Person/role proposed to review or release this check] reviews where the project assigns review.	TBC	Proposed: [Fill: reviewing role / authority assigned by project]	Proposed: Confirm required notice period, who receives notice, release authority and whether a contractual hold/witness point applies.	Fabrication dimensional checklist	Proposed: Check this baseline row against project documents; edit or remove it if it does not apply.
STE-05	Welding documentation readiness	Proposed: baseline — Verify approved welding procedures, weld map, consumables and personnel qualifications required by project.	Proposed: baseline — Review WPS, procedure qualification evidence, welder qualifications/continuity and consumable records against weld schedule.	Proposed: baseline — Applicable WPS and qualifications cover the specified joint/material/process under [Fill: Weld procedure/qualification requirements]; missing or mismatched coverage is resolved before welding.	Guidance only; see Source Register: NSW-QMG, TMR-MRTS78, HUTCHIES-SUI TE	Proposed: Before first weld and when material, process, joint or personnel scope changes.	Proposed: [Fill: Person/role proposed to perform this check] performs and records; [Fill: Person/role proposed to review or release this check] reviews where the project assigns review.	TBC	Proposed: [Fill: reviewing role / authority assigned by project]	Proposed: Confirm required notice period, who receives notice, release authority and whether a contractual hold/witness point applies.	Welding document and qualification register	Proposed: Check this baseline row against project documents; edit or remove it if it does not apply.
STE-06	Fit-up and joint preparation	Proposed: baseline — Inspect joint preparation, root gap, alignment, cleanliness, backing and fit-up before welding.	Proposed: baseline — Visual and dimensional checks against approved joint detail and applicable WPS.	Proposed: baseline — Fit-up satisfies [Fill: Joint fit-up acceptance] and WPS; defects, unapproved tacks or mismatch are corrected before welding.	Guidance only; see Source Register: NSW-QMG, TMR-MRTS78, HUTCHIES-SUI TE	Proposed: Each joint category / weld lot before welding, at specified rate.	Proposed: [Fill: Person/role proposed to perform this check] performs and records; [Fill: Person/role proposed to review or release this check] reviews where the project assigns review.	TBC	Proposed: [Fill: reviewing role / authority assigned by project]	Proposed: Confirm required notice period, who receives notice, release authority and whether a contractual hold/witness point applies.	Weld fit-up inspection	Proposed: Check this baseline row against project documents; edit or remove it if it does not apply.
STE-07	Welding process controls	Proposed: baseline — Check weld execution records include joint identity, WPS, welder, date and any specified environmental/process controls.	Proposed: baseline — Observe/record welding and review production logs against approved WPS and project requirements.	Proposed: baseline — Work is performed within the applicable approved WPS and [Fill: Welding process variables / controls]; interruptions, repairs and deviations are traceable.	Guidance only; see Source Register: NSW-QMG, TMR-MRTS78, HUTCHIES-SUI TE	Proposed: During each welding shift / project-defined lot.	Proposed: [Fill: Person/role proposed to perform this check] performs and records; [Fill: Person/role proposed to review or release this check] reviews where the project assigns review.	TBC	Proposed: [Fill: reviewing role / authority assigned by project]	Proposed: Confirm required notice period, who receives notice, release authority and whether a contractual hold/witness point applies.	Welding production log	Proposed: Check this baseline row against project documents; edit or remove it if it does not apply.

ID	Stage	Inspection / test	Method	Acceptance requirement	Reference	Frequency	Responsible role	Point	Approval / witness party	Notice / release	Record	Remarks
STE-08	Completed weld visual inspection	Proposed: baseline — Inspect completed welds for profile, visible defects, size and completion against weld map and acceptance criteria.	Proposed: baseline — Visual inspection by project-designated competent inspector; use measuring gauges where required.	Proposed: baseline — Weld identification and visual acceptance match [Fill: Visual acceptance and sampling]; repairs are recorded and reinspected.	Guidance only; see Source Register: NSW-QMG, TMR-MRTS78, HUTCHIES-SUI TE	Proposed: Each weld or sampling rate defined in project requirements.	Proposed: [Fill: Person/role proposed to perform this check] performs and records; [Fill: Person/role proposed to review or release this check] reviews where the project assigns review.	TBC	Proposed: [Fill: reviewing role / authority assigned by project]	Proposed: Confirm required notice period, who receives notice, release authority and whether a contractual hold/witness point applies.	Weld visual inspection register	Proposed: Check this baseline row against project documents; edit or remove it if it does not apply.
STE-09	Specified NDT	Proposed: baseline — Arrange and review only the NDT methods, extent and acceptance specified for the welds.	Proposed: baseline — Match NDT request/report to joint IDs and weld map; verify method, operator, equipment and report disposition as required.	Proposed: baseline — Reports cover [Fill: NDT method, extent and criteria] and report acceptance against the adopted project criteria; untested, rejected or repair-required welds are tracked to closure.	Guidance only; see Source Register: NSW-QMG, TMR-MRTS78, HUTCHIES-SUI TE	Proposed: At specified welds/lots and before concealment or coating as required.	Proposed: [Fill: Person/role proposed to perform this check] performs and records; [Fill: Person/role proposed to review or release this check] reviews where the project assigns review.	TBC	Proposed: [Fill: reviewing role / authority assigned by project]	Proposed: Confirm required notice period, who receives notice, release authority and whether a contractual hold/witness point applies.	NDT request and report register	Proposed: Check this baseline row against project documents; edit or remove it if it does not apply.
STE-10	Bolt and fastener receipt	Proposed: baseline — Check bolt assemblies, grade, lot identity, coating/condition and required certificates.	Proposed: baseline — Review packaging marks, certificates and delivery register against connection schedule and installation specification.	Proposed: baseline — Fasteners match [Fill: Bolt system / certificate criteria] and remain identifiable by lot; mixed, damaged or undocumented items are isolated pending disposition.	Guidance only; see Source Register: NSW-QMG, TMR-MRTS78, HUTCHIES-SUI TE	Proposed: Each delivery / lot before installation.	Proposed: [Fill: Person/role proposed to perform this check] performs and records; [Fill: Person/role proposed to review or release this check] reviews where the project assigns review.	TBC	Proposed: [Fill: reviewing role / authority assigned by project]	Proposed: Confirm required notice period, who receives notice, release authority and whether a contractual hold/witness point applies.	Fastener register and certificates	Proposed: Check this baseline row against project documents; edit or remove it if it does not apply.
STE-11	Bolt installation and verification	Proposed: baseline — Inspect connection assembly, fit, washer/nut arrangement and the project-specified installation/verification evidence.	Proposed: baseline — Observe installation method and examine calibrated tool records or verification tests only where required by project.	Proposed: baseline — Installation and verification satisfy [Fill: Bolt installation / verification criteria]; record connection/member IDs, method and any retightening or replacement.	Guidance only; see Source Register: NSW-QMG, TMR-MRTS78, HUTCHIES-SUI TE	Proposed: Each connection group at the project-defined stage and rate.	Proposed: [Fill: Person/role proposed to perform this check] performs and records; [Fill: Person/role proposed to review or release this check] reviews where the project assigns review.	TBC	Proposed: [Fill: reviewing role / authority assigned by project]	Proposed: Confirm required notice period, who receives notice, release authority and whether a contractual hold/witness point applies.	Bolt installation and verification log	Proposed: Check this baseline row against project documents; edit or remove it if it does not apply.
STE-12	Protective coating surface preparation	Proposed: baseline — Check substrate preparation, cleanliness, profile and environmental conditions before coating.	Proposed: baseline — Inspect surface against specified coating system and record preparation method/environment; verify traceability before blasting/galvanizing where required.	Proposed: baseline — Surface preparation and conditions meet [Fill: Preparation class / environmental limits] and supplier instructions; contamination or unsuitable conditions are corrected before application.	Guidance only; see Source Register: NSW-QMG, TMR-MRTS78, HUTCHIES-SUI TE	Proposed: Each coating lot / shift and before coating.	Proposed: [Fill: Person/role proposed to perform this check] performs and records; [Fill: Person/role proposed to review or release this check] reviews where the project assigns review.	TBC	Proposed: [Fill: reviewing role / authority assigned by project]	Proposed: Confirm required notice period, who receives notice, release authority and whether a contractual hold/witness point applies.	Coating surface-preparation report	Proposed: Check this baseline row against project documents; edit or remove it if it does not apply.
STE-13	Coating application and thickness	Proposed: baseline — Inspect applied coating system, coverage, dry film thickness or galvanizing checks as specified.	Proposed: baseline — Review batch records and use specified inspection method/instrument; record calibration and measurement locations.	Proposed: baseline — System, coats, measured values and acceptance comply with [Fill: System, thickness and acceptance]; repair/recoat and reinspection are documented.	Guidance only; see Source Register: NSW-QMG, TMR-MRTS78, HUTCHIES-SUI TE	Proposed: Each defined coating lot at specified stages.	Proposed: [Fill: Person/role proposed to perform this check] performs and records; [Fill: Person/role proposed to review or release this check] reviews where the project assigns review.	TBC	Proposed: [Fill: reviewing role / authority assigned by project]	Proposed: Confirm required notice period, who receives notice, release authority and whether a contractual hold/witness point applies.	Coating application and inspection report	Proposed: Check this baseline row against project documents; edit or remove it if it does not apply.
STE-14	Fabrication release and delivery	Proposed: baseline — Compile material, dimensional, weld, NDT and coating records; inspect member markings and transport condition.	Proposed: baseline — Review manufacturing data book against member register; inspect before dispatch and again on receipt.	Proposed: baseline — Required manufacturing records are complete; member marks match erection drawings; transport damage is dispositioned before erection.	Guidance only; see Source Register: NSW-QMG, TMR-MRTS78, HUTCHIES-SUI TE	Proposed: Each dispatch and receipt lot.	Proposed: [Fill: Person/role proposed to perform this check] performs and records; [Fill: Person/role proposed to review or release this check] reviews where the project assigns review.	TBC	Proposed: [Fill: reviewing role / authority assigned by project]	Proposed: Confirm required notice period, who receives notice, release authority and whether a contractual hold/witness point applies.	Fabrication release and delivery inspection	Proposed: Check this baseline row against project documents; edit or remove it if it does not apply.
STE-15	Erection and temporary stability	Proposed: baseline — Check erection sequence, lifting/temporary bracing, member orientation, plumb/level and connection completion against approved erection documents.	Proposed: baseline — Observe erection and survey critical geometry against approved drawings and temporary works/erection method.	Proposed: baseline — Erection follows approved method and [Fill: Erection geometry and release criteria]; temporary stability and connections are confirmed before removing temporary supports.	Guidance only; see Source Register: NSW-QMG, TMR-MRTS78, HUTCHIES-SUI TE	Proposed: Each erection sequence / level / frame before releasing temporary supports.	Proposed: [Fill: Person/role proposed to perform this check] performs and records; [Fill: Person/role proposed to review or release this check] reviews where the project assigns review.	TBC	Proposed: [Fill: reviewing role / authority assigned by project]	Proposed: Confirm required notice period, who receives notice, release authority and whether a contractual hold/witness point applies.	Erection inspection and survey record	Proposed: Check this baseline row against project documents; edit or remove it if it does not apply.
STE-16	Grout, final connections and closeout	Proposed: baseline — Inspect specified baseplate grout and final connection completion; close out defects and as-built records.	Proposed: baseline — Check grout product, preparation/application records where required; verify final bolt/weld completion, survey and NCR closure.	Proposed: baseline — Grout and connections match approved details and [Fill: Grout / connection / closeout requirements]; outstanding deviations have written design/client disposition before package completion.	Guidance only; see Source Register: NSW-QMG, TMR-MRTS78, HUTCHIES-SUI TE	Proposed: At completion and before concealment/load transfer where applicable.	Proposed: [Fill: Person/role proposed to perform this check] performs and records; [Fill: Person/role proposed to review or release this check] reviews where the project assigns review.	TBC	Proposed: [Fill: reviewing role / authority assigned by project]	Proposed: Confirm required notice period, who receives notice, release authority and whether a contractual hold/witness point applies.	Steelwork completion checklist and record pack	Proposed: Check this baseline row against project documents; edit or remove it if it does not apply.

Inspection point key: H = Proposed Hold Point - use only if assigned in the contract | W = Proposed Witness Point - use only if assigned in the contract | R = Proposed Review | S = Proposed Surveillance | TBC = To be confirmed | N/A = Not applicable. External H/W rights and whether work may proceed are governed by the project contract and approved process; proposed points require agreement.

Blank Inspection Record Forms

[Fill: project name] | structural-steel-itp-template | Record actual observations during the work. No results or signatures are pre-filled.

ITP ID / Stage	Inspection / method / acceptance	Location / lot	Date and result	Evidence / record ref.	Performed by / signature	Reviewed by / signature
STE-01 Planning and submittals	Proposed: baseline — Confirm package boundaries, design documents, construction category, inspection/testing plan and fabrication/erection interfaces. Method: Proposed: baseline — Review approved drawings, specification, annexures and submittal register. Accept when: Proposed: baseline — Current approved [Fill: Approved drawings and revisions], [Fill: Construction category], [Fill: Steel Criteria], [Fill: Approved weld procedure, acceptance and sampling criteria], [Fill: Specified NDT method, extent and acceptance criteria] and [Fill: Project coating system, preparation and inspection criteria] requirements are identified; resolve inconsistencies before fabrication. Record: Steelwork submittal and document register		Date: _____ Document title / number: _____ Revision / issue date: _____ Conflict / unresolved interface: _____ Submittal register reference: _____ Result / disposition: _____ Corrective action / retest ref.: _____			
STE-02 Material certificates and traceability	Proposed: baseline — Verify section, plate, bolt and consumable identity and link supplied steel to certificates/heat or batch evidence. Method: Proposed: baseline — Check markings, tags, delivery dockets and certificates against material register and approved grade schedule. Accept when: Proposed: baseline — Material type/grade matches [Fill: Material grades / certification criteria] and each item/lot is traceable to required certification; quarantine unidentified or discrepant material. Record: Steel material register and certificates		Date: _____ Member / heat ID: _____ Specified grade: _____ Section / plate size (mm): _____ Certificate reference: _____ Result / disposition: _____ Corrective action / retest ref.: _____			
STE-03 Material condition and storage	Proposed: baseline — Inspect received steel and consumables for damage, corrosion, distortion, contamination and protected storage. Method: Proposed: baseline — Visual inspection on receipt and before use; check storage requirements for consumables. Accept when: Proposed: baseline — Condition remains suitable for specified fabrication/coating; damage or consumable storage excursions are recorded and dispositioned. Record: Incoming steel inspection		Date: _____ Item / member: _____ Condition / damage: _____ Disposition ref: _____ Result / disposition: _____ Corrective action / retest ref.: _____			
STE-04 Fabrication set-out and cutting	Proposed: baseline — Check member identity, cut lengths, hole positions, edge preparation and fabrication dimensions. Method: Proposed: baseline — Measure against shop/approved drawings and fabrication schedule before assembly or welding. Accept when: Proposed: baseline — Dimensions and preparation match [Fill: Fabrication dimensions / tolerances]; revisions and approved deviations are traceable. Record: Fabrication dimensional checklist		Date: _____ Member mark: _____ Length (mm): _____ Hole / feature position (mm): _____ Edge prep / detail: _____ Result / disposition: _____ Corrective action / retest ref.: _____			
STE-05 Welding documentation readiness	Proposed: baseline — Verify approved welding procedures, weld map, consumables and personnel qualifications required by project. Method: Proposed: baseline — Review WPS, procedure qualification evidence, welder qualifications/continuity and consumable records against weld schedule. Accept when: Proposed: baseline — Applicable WPS and qualifications cover the specified joint/material/process under [Fill: Weld procedure/qualification requirements]; missing or mismatched coverage is resolved before welding. Record: Welding document and qualification register		Date: _____ WPS ID/revision: _____ Welder ID: _____ Qualification record ref: _____ Consumable batch: _____ Result / disposition: _____ Corrective action / retest ref.: _____			

ITP ID / Stage	Inspection / method / acceptance	Location / lot	Date and result	Evidence / record ref.	Performed by / signature	Reviewed by / signature
STE-06 Fit-up and joint preparation	Proposed: baseline — Inspect joint preparation, root gap, alignment, cleanliness, backing and fit-up before welding. Method: Proposed: baseline — Visual and dimensional checks against approved joint detail and applicable WPS. Accept when: Proposed: baseline — Fit-up satisfies [Fill: Joint fit-up acceptance] and WPS; defects, unapproved tacks or mismatch are corrected before welding. Record: Weld fit-up inspection		Date: _____ Joint ID: _____ Root gap (mm): _____ Mismatch / alignment (mm): _____ WPS ID: _____ Result / disposition: _____ Corrective action / retest ref.: _____			
STE-07 Welding process controls	Proposed: baseline — Check weld execution records include joint identity, WPS, welder, date and any specified environmental/process controls. Method: Proposed: baseline — Observe/record welding and review production logs against approved WPS and project requirements. Accept when: Proposed: baseline — Work is performed within the applicable approved WPS and [Fill: Welding process variables / controls]; interruptions, repairs and deviations are traceable. Record: Welding production log		Date: _____ Joint ID: _____ WPS ID: _____ Welder ID: _____ Weld date: _____ Repair cycle ref: _____ Result / disposition: _____ Corrective action / retest ref.: _____			
STE-08 Completed weld visual inspection	Proposed: baseline — Inspect completed welds for profile, visible defects, size and completion against weld map and acceptance criteria. Method: Proposed: baseline — Visual inspection by project-designated competent inspector; use measuring gauges where required. Accept when: Proposed: baseline — Weld identification and visual acceptance match [Fill: Visual acceptance and sampling]; repairs are recorded and reinspected. Record: Weld visual inspection register		Date: _____ Joint ID: _____ Measured weld size (mm): _____ Visual result: _____ Repair / reinspection ref: _____ Result / disposition: _____ Corrective action / retest ref.: _____			
STE-09 Specified NDT	Proposed: baseline — Arrange and review only the NDT methods, extent and acceptance specified for the welds. Method: Proposed: baseline — Match NDT request/report to joint IDs and weld map; verify method, operator, equipment and report disposition as required. Accept when: Proposed: baseline — Reports cover [Fill: NDT method, extent and criteria] and report acceptance against the adopted project criteria; untested, rejected or repair-required welds are tracked to closure. Record: NDT request and report register		Date: _____ Joint ID: _____ NDT method: _____ Extent / coverage: _____ Report ref: _____ Result / disposition: _____ Result / disposition: _____ Corrective action / retest ref.: _____			
STE-10 Bolt and fastener receipt	Proposed: baseline — Check bolt assemblies, grade, lot identity, coating/condition and required certificates. Method: Proposed: baseline — Review packaging marks, certificates and delivery register against connection schedule and installation specification. Accept when: Proposed: baseline — Fasteners match [Fill: Bolt system / certificate criteria] and remain identifiable by lot; mixed, damaged or undocumented items are isolated pending disposition. Record: Fastener register and certificates		Date: _____ Lot / batch: _____ Nominal diameter (mm): _____ Specified grade: _____ Certificate ref: _____ Result / disposition: _____ Corrective action / retest ref.: _____			

ITP ID / Stage	Inspection / method / acceptance	Location / lot	Date and result	Evidence / record ref.	Performed by / signature	Reviewed by / signature
STE-11 Bolt installation and verification	Proposed: baseline — Inspect connection assembly, fit, washer/nut arrangement and the project-specified installation/verification evidence. Method: Proposed: baseline — Observe installation method and examine calibrated tool records or verification tests only where required by project. Accept when: Proposed: baseline — Installation and verification satisfy [Fill: Bolt installation / verification criteria]; record connection/member IDs, method and any retightening or replacement. Record: Bolt installation and verification log		Date: _____ Connection ID: _____ Bolt lot: _____ Installation method: _____ Verification reading/result: _____ Tool ID / calibration: _____ Result / disposition: _____ Corrective action / retest ref.: _____			
STE-12 Protective coating surface preparation	Proposed: baseline — Check substrate preparation, cleanliness, profile and environmental conditions before coating. Method: Proposed: baseline — Inspect surface against specified coating system and record preparation method/environment; verify traceability before blasting/galvanizing where required. Accept when: Proposed: baseline — Surface preparation and conditions meet [Fill: Preparation class / environmental limits] and supplier instructions; contamination or unsuitable conditions are corrected before application. Record: Coating surface-preparation report		Date: _____ Member / lot: _____ Specified / observed prep grade: _____ Profile result: _____ Conditions / dew point if required: _____ Result / disposition: _____ Corrective action / retest ref.: _____			
STE-13 Coating application and thickness	Proposed: baseline — Inspect applied coating system, coverage, dry film thickness or galvanizing checks as specified. Method: Proposed: baseline — Review batch records and use specified inspection method/instrument; record calibration and measurement locations. Accept when: Proposed: baseline — System, coats, measured values and acceptance comply with [Fill: System, thickness and acceptance]; repair/recoat and reinspection are documented. Record: Coating application and inspection report		Date: _____ Member / location: _____ Coat / system: _____ Measured thickness (µm): _____ Instrument ID: _____ Repair / recheck ref: _____ Result / disposition: _____ Corrective action / retest ref.: _____			
STE-14 Fabrication release and delivery	Proposed: baseline — Compile material, dimensional, weld, NDT and coating records; inspect member markings and transport condition. Method: Proposed: baseline — Review manufacturing data book against member register; inspect before dispatch and again on receipt. Accept when: Proposed: baseline — Required manufacturing records are complete; member marks match erection drawings; transport damage is dispositioned before erection. Record: Fabrication release and delivery inspection		Date: _____ Member mark: _____ Dispatch docket: _____ Damage / disposition: _____ Dossier ref: _____ Result / disposition: _____ Corrective action / retest ref.: _____			
STE-15 Erection and temporary stability	Proposed: baseline — Check erection sequence, lifting/temporary bracing, member orientation, plumb/level and connection completion against approved erection documents. Method: Proposed: baseline — Observe erection and survey critical geometry against approved drawings and temporary works/erection method. Accept when: Proposed: baseline — Erection follows approved method and [Fill: Erection geometry and release criteria]; temporary stability and connections are confirmed before removing temporary supports. Record: Erection inspection and survey record		Date: _____ Grid / level: _____ Member mark: _____ Plumb / alignment (mm): _____ Survey ref: _____ Result / disposition: _____ Corrective action / retest ref.: _____			

ITP ID / Stage	Inspection / method / acceptance	Location / lot	Date and result	Evidence / record ref.	Performed by / signature	Reviewed by / signature
STE-16 Grout, final connections and closeout	Proposed: baseline — Inspect specified baseplate grout and final connection completion; close out defects and as-built records. Method: Proposed: baseline — Check grout product, preparation/application records where required; verify final bolt/weld completion, survey and NCR closure. Accept when: Proposed: baseline — Grout and connections match approved details and [Fill: Grout / connection / closeout requirements]; outstanding deviations have written design/client disposition before package completion. Record: Steelwork completion checklist and record pack		Date: _____ Baseplate / location: _____ Grout batch: _____ Release evidence: _____ NCR / disposition ref: _____ Result / disposition: _____ Corrective action / retest ref.: _____			

Source Register

Source ID	Title / filename	Revision	Type	Path / URL
NSW-QMG	NSW Government Quality Management Guidelines for Construction, Appendix D (ITP guidance)	See linked source; verify current edition and project adoption	guidance	https://www.info.buy.nsw.gov.au/resources/construction/quality-management-guidelines-for-construction
TMR-MRTS78	Queensland TMR MRTS78 Fabrication of Structural Steelwork (November 2020)	See linked source; verify current edition and project adoption	guidance	https://www.tmr.qld.gov.au/_/media/busind/techstdpubs/specifications-and-drawings/specifications/2-bridges-and-structures/mrts78.pdf?extension=pdf&hash=50EAAB111B231F1443975ABF3F281175&rev=13c320fd75b648a5b31908b182c84091&sc_lang=en&size=1765061
HUTCHIES-SU ITE	Hutchinson Builders, Construction ITPs and Reports suite (downloadable Word examples)	See linked source; verify current edition and project adoption	guidance	https://subbies.hutchies.com.au/resources/videos/safety-and-quality-planning

Open Confirmations

Issue ID	Priority	ITP rows	Open item	Action needed
CONF-001	confirmation	STE-01	STE-01: verify scope and project-specific requirements for this proposed baseline row.	Check current contract, drawings, specification, approved method, adopted standards and assigned roles; edit or delete this row as needed.
CONF-002	confirmation	STE-02	STE-02: verify scope and project-specific requirements for this proposed baseline row.	Check current contract, drawings, specification, approved method, adopted standards and assigned roles; edit or delete this row as needed.
CONF-003	confirmation	STE-03	STE-03: verify scope and project-specific requirements for this proposed baseline row.	Check current contract, drawings, specification, approved method, adopted standards and assigned roles; edit or delete this row as needed.
CONF-004	confirmation	STE-04	STE-04: verify scope and project-specific requirements for this proposed baseline row.	Check current contract, drawings, specification, approved method, adopted standards and assigned roles; edit or delete this row as needed.
CONF-005	confirmation	STE-05	STE-05: verify scope and project-specific requirements for this proposed baseline row.	Check current contract, drawings, specification, approved method, adopted standards and assigned roles; edit or delete this row as needed.
CONF-006	confirmation	STE-06	STE-06: verify scope and project-specific requirements for this proposed baseline row.	Check current contract, drawings, specification, approved method, adopted standards and assigned roles; edit or delete this row as needed.
CONF-007	confirmation	STE-07	STE-07: verify scope and project-specific requirements for this proposed baseline row.	Check current contract, drawings, specification, approved method, adopted standards and assigned roles; edit or delete this row as needed.
CONF-008	confirmation	STE-08	STE-08: verify scope and project-specific requirements for this proposed baseline row.	Check current contract, drawings, specification, approved method, adopted standards and assigned roles; edit or delete this row as needed.
CONF-009	confirmation	STE-09	STE-09: verify scope and project-specific requirements for this proposed baseline row.	Check current contract, drawings, specification, approved method, adopted standards and assigned roles; edit or delete this row as needed.
CONF-010	confirmation	STE-10	STE-10: verify scope and project-specific requirements for this proposed baseline row.	Check current contract, drawings, specification, approved method, adopted standards and assigned roles; edit or delete this row as needed.
CONF-011	confirmation	STE-11	STE-11: verify scope and project-specific requirements for this proposed baseline row.	Check current contract, drawings, specification, approved method, adopted standards and assigned roles; edit or delete this row as needed.
CONF-012	confirmation	STE-12	STE-12: verify scope and project-specific requirements for this proposed baseline row.	Check current contract, drawings, specification, approved method, adopted standards and assigned roles; edit or delete this row as needed.
CONF-013	confirmation	STE-13	STE-13: verify scope and project-specific requirements for this proposed baseline row.	Check current contract, drawings, specification, approved method, adopted standards and assigned roles; edit or delete this row as needed.
CONF-014	confirmation	STE-14	STE-14: verify scope and project-specific requirements for this proposed baseline row.	Check current contract, drawings, specification, approved method, adopted standards and assigned roles; edit or delete this row as needed.
CONF-015	confirmation	STE-15	STE-15: verify scope and project-specific requirements for this proposed baseline row.	Check current contract, drawings, specification, approved method, adopted standards and assigned roles; edit or delete this row as needed.
CONF-016	confirmation	STE-16	STE-16: verify scope and project-specific requirements for this proposed baseline row.	Check current contract, drawings, specification, approved method, adopted standards and assigned roles; edit or delete this row as needed.