

waterproofing-itp-template | Inspection and Test Plan

[Fill: project name] | Internal Wet Area Waterproofing ITP — Editable Baseline — free editable baseline | [Fill: Australian state/territory] | Rev 00 | 2026-10-06 | For review

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

Scope: Original reusable baseline for membrane waterproofing to internal bathrooms, showers, laundries and similar wet areas in Australian building work. It is a planning aid, not a design or compliance certificate. Exterior/below-ground/roof/facade waterproofing, swimming pools, tanking and proprietary specialist systems are excluded. Confirm NCC edition/state variation, building class, approved compliance pathway, contract and manufacturer system before use. 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
WP01	Scope and compliance basis	Proposed: baseline — Confirm rooms, wet-area types, system limits and interfaces included.	Proposed: baseline — Review approved scope, room schedule, drawings and jurisdiction/compliance pathway.	Proposed: baseline — Included locations and waterproofing extents match the approved scope [Fill: Wet-area drawings/schedule] and pathway [Fill: Compliance pathway]; exclusions are listed.	Guidance only; see Source Register: NCC22-HOUSE, ABCB-WETAREAS	Proposed: Once before work; update on approved scope revision.	Proposed: waterproofin g subcontractor; builder/design reviewer to confirm.	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.	Scope and compliance basis register	Proposed: Check this baseline row against project documents; edit or remove it if it does not apply.
WP02	Product/system approval	Proposed: baseline — Check specified membrane, primer, bond breaker, reinforcement and accessories are the approved compatible system.	Proposed: baseline — Compare submittals, product labels and current manufacturer data to approved product schedule.	Proposed: baseline — Product/system and components match approved submittal [Fill: Waterproofing system/product]; compatibility and permitted substrate/use are documented.	Guidance only; see Source Register: NCC22-HOUSE, SIKA-1K-PDS	Proposed: Each system/product and each substitution.	Proposed: subcontracto r submits; builder/design n reviewer approves.	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.	Waterproofing product submittal register	Proposed: Check this baseline row against project documents; edit or remove it if it does not apply.
WP03	Delivery and storage	Proposed: baseline — Check delivered product identity, batch, shelf life and storage condition.	Proposed: baseline — Inspect packaging/labels and compare to approved submittal and current manufacturer storage instructions.	Proposed: baseline — Product identity and batch are traceable; packaging is intact and within manufacturer shelf-life/storage limits [Fill: Waterproofing system/product].	Guidance only; see Source Register: SIKA-1K-PDS	Proposed: Each delivery/batch.	Proposed: waterproofin g subcontractor.	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.	Waterproofing delivery and batch register	Proposed: Check this baseline row against project documents; edit or remove it if it does not apply.
WP04	Substrate readiness	Proposed: baseline — Inspect substrate type, soundness, cleanliness, dryness/condition and surface preparation before priming.	Proposed: baseline — Visual inspection; check moisture/condition using method and limit in project/manufacturer documents; record defects and remedial preparation.	Proposed: baseline — Substrate is the approved type [Fill: Substrate type], prepared to [Fill: Waterproofing system/product] instructions, free of specified contaminants/defects, and within any stated moisture/condition limits. Specific project/system condition: [Fill: Specified substrate preparation limits].	Guidance only; see Source Register: NCC22-HOUSE, SIKA-1K-PDS	Proposed: Each room/area before primer.	Proposed: applicator; builder reviewer if specified.	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.	Substrate readiness checklist	Proposed: Check this baseline row against project documents; edit or remove it if it does not apply.
WP05	Falls and drainage	Proposed: baseline — Check floor falls, floor waste position, drainage path and any step-down/threshold details before membrane.	Proposed: baseline — Measure levels/falls against approved drawings and jurisdiction/code pathway; confirm waste is secure and interface detail identified.	Proposed: baseline — Falls, waste position and threshold/step details match approved detail [Fill: Falls/drain details] and applicable compliance pathway [Fill: Compliance pathway]; missing design criteria are flagged.	Guidance only; see Source Register: NCC22-HOUSE	Proposed: Each wet room before membrane.	Proposed: subcontracto r measures; builder/surveyor where specified.	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.	Falls and drainage check	Proposed: Check this baseline row against project documents; edit or remove it if it does not apply.
WP06	Junctions and movement joints	Proposed: baseline — Inspect wall-floor junctions, internal corners, changes of plane, construction/movement joints and bond-breaker detail.	Proposed: baseline — Visual check against approved detail and system instructions; record each junction type and treatment.	Proposed: baseline — Each junction treatment is continuous and matches approved detail [Fill: Penetrations/junction details] and the compatible system instructions [Fill: Waterproofing system/product].	Guidance only; see Source Register: NCC22-HOUSE, SIKA-1K-PDS	Proposed: Each room and each junction type before covering.	Proposed: waterproofin g subcontractor.	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.	Junction and bond-breaker checklist	Proposed: Check this baseline row against project documents; edit or remove it if it does not apply.
WP07	Penetrations and outlets	Proposed: baseline — Check pipe penetrations, floor wastes, puddle flanges and fixtures interfaces are stable and treated.	Proposed: baseline — Visual inspection and compare dimensions/details to approved drawings and system instructions.	Proposed: baseline — Penetrations/outlets are correctly located and sealed using the specified compatible detail [Fill: Penetrations/junction details]; no untreated opening remains.	Guidance only; see Source Register: NCC22-HOUSE, SIKA-1K-PDS	Proposed: Each penetration/outlet before membrane.	Proposed: waterproofin g subcontractor; plumbing interface role to confirm.	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.	Penetration and outlet checklist	Proposed: Check this baseline row against project documents; edit or remove it if it does not apply.
WP08	Primer and preparation coat	Proposed: baseline — Verify primer selection, mixing (if applicable), application and drying/overcoat readiness.	Proposed: baseline — Observe product/batch and application; record ambient/substrate conditions where required by data sheet.	Proposed: baseline — Primer and preparation follow current instructions for [Fill: Waterproofing system/product] on substrate [Fill: Substrate type], including stated coverage and recoat conditions. Specific project/system condition: [Fill: Primer application and readiness criteria].	Guidance only; see Source Register: SIKA-1K-PDS	Proposed: Each room/application batch.	Proposed: applicator.	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.	Primer/application log	Proposed: Check this baseline row against project documents; edit or remove it if it does not apply.
WP09	Membrane first coat	Proposed: baseline — Inspect coverage, continuity, corners, upturns and specified reinforcement at first application.	Proposed: baseline — Visual inspection while accessible; measure wet/dry thickness or consumption only by manufacturer/project-prescrib ed method.	Proposed: baseline — Coverage, coat build-up, reinforcement and extent meet project detail [Fill: Wet-area drawings/schedule] and system instructions [Fill: Waterproofing system/product]; record actual measurements where required. Specific project/system condition: [Fill: First-coat coverage and build-up criteria].	Guidance only; see Source Register: NCC22-HOUSE, SIKA-1K-PDS	Proposed: Each room and coat before next coat.	Proposed: waterproofin g subcontractor; reviewer per contract.	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.	Membrane coat application log	Proposed: Check this baseline row against project documents; edit or remove it if it does not apply.
WP10	Membrane subsequent coat(s)	Proposed: baseline — Check subsequent coats, direction/overlap and cure/recoat interval.	Proposed: baseline — Visual check; record coat time and conditions against product instructions.	Proposed: baseline — Number/order of coats, continuity and recoat interval comply with approved system [Fill: Waterproofing system/product] and project detail [Fill: Wet-area drawings/schedule]. Specific project/system condition: [Fill: Subsequent-coat and recoat criteria].	Guidance only; see Source Register: SIKA-1K-PDS	Proposed: Every coat/room.	Proposed: applicator.	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.	Membrane coat and cure 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
WP11	Upturns and terminations	Proposed: baseline — Inspect membrane height/extents, edges, doorway/threshold termination, hob and bath/shower details.	Proposed: baseline — Measure only against project detail and applicable pathway; visually inspect terminations and continuity.	Proposed: baseline — Extents and terminations match approved detail [Fill: Wet-area drawings/schedule] and applicable NCC/standard pathway [Fill: Compliance pathway]; no generic height substituted. Specific project/system condition: [Fill: Membrane extent and termination criteria].	Guidance only; see Source Register: NCC22-HOUSE	Proposed: Each room/termination before covering.	Proposed: subcontractor; design reviewer where needed.	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.	Upturn and termination checklist	Proposed: Check this baseline row against project documents; edit or remove it if it does not apply.
WP12	Curing and protection	Proposed: baseline — Confirm cure before traffic, flood test or follow-on trade; inspect protection method.	Proposed: baseline — Check elapsed time and conditions against manufacturer instructions; inspect protection and trade interface.	Proposed: baseline — Membrane has reached the system-specified cure condition before test/cover; protection is compatible and does not damage membrane [Fill: Waterproofing system/product]. Specific project/system condition: [Fill: Cure and protection criteria].	Guidance only; see Source Register: SIKA-1K-PDS	Proposed: Each area before access, test or covering.	Proposed: waterproofing subcontractor and builder.	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.	Cure and protection log	Proposed: Check this baseline row against project documents; edit or remove it if it does not apply.
WP13	Specified water test	Proposed: baseline — Where required, inspect test setup and result before finishes/concealment.	Proposed: baseline — Use only project-approved test method, boundaries, duration and limits; document start/end, observed leakage and result.	Proposed: baseline — Result meets the specified test criteria [Fill: Specified water test]; defects are repaired and retested before release. If no criterion is supplied, raise confirmation and do not invent a test.	Guidance only; see Source Register: NCC22-HOUSE, CQA-ITP	Proposed: Only where required; each test area.	Proposed: subcontractor performs; builder/client witnesses only if contract says.	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.	Wet-area water test record	Proposed: Check this baseline row against project documents; edit or remove it if it does not apply.
WP14	Pre-cover inspection	Proposed: baseline — Final inspection before screed, tile, lining or other concealment.	Proposed: baseline — Walk down complete system; verify all prior issues closed and photograph critical concealed interfaces.	Proposed: baseline — Installed waterproofing is complete to approved drawings/system; penetrations, junctions, upturns and defects are recorded and resolved before concealment.	Guidance only; see Source Register: NCC22-HOUSE, CQA-ITP	Proposed: Each room/area before concealment.	Proposed: subcontractor; builder/client reviewer if contract requires.	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.	Pre-cover release checklist	Proposed: Check this baseline row against project documents; edit or remove it if it does not apply.
WP15	Tiling/screed interface	Proposed: baseline — Check membrane protection and any screed/adhesive interface details before finishes.	Proposed: baseline — Review approved detail and manufacturer compatibility; inspect that membrane is not damaged and required protection/separation is installed.	Proposed: baseline — Interface materials and sequence match approved system [Fill: Waterproofing system/product] and detail [Fill: Wet-area drawings/schedule]; any damage is repaired by approved method before covering.	Guidance only; see Source Register: NCC22-HOUSE, SIKA-1K-PDS	Proposed: Each area before finishes.	Proposed: waterproofing and tiling subcontractors; builder coordinates.	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.	Membrane interface checklist	Proposed: Check this baseline row against project documents; edit or remove it if it does not apply.
WP16	Defects, repairs and retest	Proposed: baseline — Track damage, pinholes, delamination or failed test; inspect repair.	Proposed: baseline — Record defect location, approved repair method, product/batch, reinspection and retest where required.	Proposed: baseline — Defects are closed using manufacturer-approved repair and any specified retest passes [Fill: Specified water test]; no undocumented patch accepted.	Guidance only; see Source Register: SIKA-1K-PDS	Proposed: Each defect/repair.	Proposed: waterproofing subcontractor; reviewer per contract.	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.	Waterproofing defect and repair register	Proposed: Check this baseline row against project documents; edit or remove it if it does not apply.
WP17	Completion and handover	Proposed: baseline — Check required certificates, warranties, product/batch traceability, photos and maintenance information.	Proposed: baseline — Review handover schedule and project-required documents.	Proposed: baseline — Required handover evidence in [Fill: Compliance pathway] and contract is complete, traceable to rooms/areas, and consistent with installed system.	Guidance only; see Source Register: CQA-ITP	Proposed: Once per package at completion.	Proposed: subcontractor submits; builder compiles.	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.	Waterproofing handover register	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] | waterproofing-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
WP01 Scope and compliance basis	Proposed: baseline — Confirm rooms, wet-area types, system limits and interfaces included. Method: Proposed: baseline — Review approved scope, room schedule, drawings and jurisdiction/compliance pathway. Accept when: Proposed: baseline — Included locations and waterproofing extents match the approved scope [Fill: Wet-area drawings/schedule] and pathway [Fill: Compliance pathway]; exclusions are listed. Record: Scope and compliance basis register		Date: _____ Actual result/observation: _____ Evidence/photo/report reference: _____ Result / disposition: _____ Corrective action / retest ref.: _____			
WP02 Product/system approval	Proposed: baseline — Check specified membrane, primer, bond breaker, reinforcement and accessories are the approved compatible system. Method: Proposed: baseline — Compare submittals, product labels and current manufacturer data to approved product schedule. Accept when: Proposed: baseline — Product/system and components match approved submittal [Fill: Waterproofing system/product]; compatibility and permitted substrate/use are documented. Record: Waterproofing product submittal register		Date: _____ Actual result/observation: _____ Evidence/photo/report reference: _____ Result / disposition: _____ Corrective action / retest ref.: _____			
WP03 Delivery and storage	Proposed: baseline — Check delivered product identity, batch, shelf life and storage condition. Method: Proposed: baseline — Inspect packaging/labels and compare to approved submittal and current manufacturer storage instructions. Accept when: Proposed: baseline — Product identity and batch are traceable; packaging is intact and within manufacturer shelf-life/storage limits [Fill: Waterproofing system/product]. Record: Waterproofing delivery and batch register		Date: _____ Actual result/observation: _____ Evidence/photo/report reference: _____ Result / disposition: _____ Corrective action / retest ref.: _____			
WP04 Substrate readiness	Proposed: baseline — Inspect substrate type, soundness, cleanliness, dryness/condition and surface preparation before priming. Method: Proposed: baseline — Visual inspection; check moisture/condition using method and limit in project/manufacturer documents; record defects and remedial preparation. Accept when: Proposed: baseline — Substrate is the approved type [Fill: Substrate type], prepared to [Fill: Waterproofing system/product] instructions, free of specified contaminants/defects, and within any stated moisture/condition limits. Specific project/system condition: [Fill: Specified substrate preparation limits]. Record: Substrate readiness checklist		Date: _____ Actual result/observation: _____ Evidence/photo/report reference: _____ Result / disposition: _____ Corrective action / retest ref.: _____			
WP05 Falls and drainage	Proposed: baseline — Check floor falls, floor waste position, drainage path and any step-down/threshold details before membrane. Method: Proposed: baseline — Measure levels/falls against approved drawings and jurisdiction/code pathway; confirm waste is secure and interface detail identified. Accept when: Proposed: baseline — Falls, waste position and threshold/step details match approved detail [Fill: Falls/drain details] and applicable compliance pathway [Fill: Compliance pathway]; missing design criteria are flagged. Record: Falls and drainage check		Date: _____ Actual result/observation: _____ Evidence/photo/report reference: _____ Result / disposition: _____ Corrective action / retest ref.: _____			
WP06 Junctions and movement joints	Proposed: baseline — Inspect wall-floor junctions, internal corners, changes of plane, construction/movement joints and bond-breaker detail. Method: Proposed: baseline — Visual check against approved detail and system instructions; record each junction type and treatment. Accept when: Proposed: baseline — Each junction treatment is continuous and matches approved detail [Fill: Penetrations/junction details] and the compatible system instructions [Fill: Waterproofing system/product]. Record: Junction and bond-breaker checklist		Date: _____ Actual result/observation: _____ Evidence/photo/report reference: _____ 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
WP07 Penetrations and outlets	Proposed: baseline — Check pipe penetrations, floor wastes, puddle flanges and fixtures interfaces are stable and treated. Method: Proposed: baseline — Visual inspection and compare dimensions/details to approved drawings and system instructions. Accept when: Proposed: baseline — Penetrations/outlets are correctly located and sealed using the specified compatible detail [Fill: Penetrations/junction details]; no untreated opening remains. Record: Penetration and outlet checklist		Date: _____ Actual result/observation: _____ Evidence/photo/report reference: _____ Result / disposition: _____ Corrective action / retest ref.: _____			
WP08 Primer and preparation coat	Proposed: baseline — Verify primer selection, mixing (if applicable), application and drying/overcoat readiness. Method: Proposed: baseline — Observe product/batch and application; record ambient/substrate conditions where required by data sheet. Accept when: Proposed: baseline — Primer and preparation follow current instructions for [Fill: Waterproofing system/product] on substrate [Fill: Substrate type], including stated coverage and recoat conditions. Specific project/system condition: [Fill: Primer application and readiness criteria]. Record: Primer/application log		Date: _____ Actual result/observation: _____ Evidence/photo/report reference: _____ Result / disposition: _____ Corrective action / retest ref.: _____			
WP09 Membrane first coat	Proposed: baseline — Inspect coverage, continuity, corners, upturns and specified reinforcement at first application. Method: Proposed: baseline — Visual inspection while accessible; measure wet/dry thickness or consumption only by manufacturer/project-prescribed method. Accept when: Proposed: baseline — Coverage, coat build-up, reinforcement and extent meet project detail [Fill: Wet-area drawings/schedule] and system instructions [Fill: Waterproofing system/product]; record actual measurements where required. Specific project/system condition: [Fill: First-coat coverage and build-up criteria]. Record: Membrane coat application log		Date: _____ Product/system: _____ Batch/lot: _____ Area/room: _____ Coat number: _____ Measured wet thickness (mm): _____ Product consumption: _____ Substrate temperature (°C): _____ Ambient temperature (°C): _____ Relative humidity (%): _____ Result / disposition: _____ Corrective action / retest ref.: _____			
WP10 Membrane subsequent coat(s)	Proposed: baseline — Check subsequent coats, direction/overlap and cure/recoat interval. Method: Proposed: baseline — Visual check; record coat time and conditions against product instructions. Accept when: Proposed: baseline — Number/order of coats, continuity and recoat interval comply with approved system [Fill: Waterproofing system/product] and project detail [Fill: Wet-area drawings/schedule]. Specific project/system condition: [Fill: Subsequent-coat and recoat criteria]. Record: Membrane coat and cure log		Date: _____ Product/system: _____ Batch/lot: _____ Area/room: _____ Coat number: _____ Application start: _____ Application finish: _____ Ambient temperature (°C): _____ Relative humidity (%): _____ Result / disposition: _____ Corrective action / retest ref.: _____			
WP11 Upturns and terminations	Proposed: baseline — Inspect membrane height/extents, edges, doorway/threshold termination, hob and bath/shower details. Method: Proposed: baseline — Measure only against project detail and applicable pathway; visually inspect terminations and continuity. Accept when: Proposed: baseline — Extents and terminations match approved detail [Fill: Wet-area drawings/schedule] and applicable NCC/standard pathway [Fill: Compliance pathway]; no generic height substituted. Specific project/system condition: [Fill: Membrane extent and termination criteria]. Record: Upturn and termination checklist		Date: _____ Actual result/observation: _____ Evidence/photo/report reference: _____ 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
WP12 Curing and protection	Proposed: baseline — Confirm cure before traffic, flood test or follow-on trade; inspect protection method. Method: Proposed: baseline — Check elapsed time and conditions against manufacturer instructions; inspect protection and trade interface. Accept when: Proposed: baseline — Membrane has reached the system-specified cure condition before test/cover; protection is compatible and does not damage membrane [Fill: Waterproofing system/product]. Specific project/system condition: [Fill: Cure and protection criteria]. Record: Cure and protection log		Date: _____ Actual result/observation: _____ Evidence/photo/report reference: _____ Result / disposition: _____ Corrective action / retest ref.: _____			
WP13 Specified water test	Proposed: baseline — Where required, inspect test setup and result before finishes/concealment. Method: Proposed: baseline — Use only project-approved test method, boundaries, duration and limits; document start/end, observed leakage and result. Accept when: Proposed: baseline — Result meets the specified test criteria [Fill: Specified water test]; defects are repaired and retested before release. If no criterion is supplied, raise confirmation and do not invent a test. Record: Wet-area water test record		Date: _____ Room/area: _____ Test method: _____ Start date/time: _____ End date/time: _____ Water level at start: _____ Water level at end: _____ Leakage/observations: _____ Repair/retest reference: _____ Result / disposition: _____ Corrective action / retest ref.: _____			
WP14 Pre-cover inspection	Proposed: baseline — Final inspection before screed, tile, lining or other concealment. Method: Proposed: baseline — Walk down complete system; verify all prior issues closed and photograph critical concealed interfaces. Accept when: Proposed: baseline — Installed waterproofing is complete to approved drawings/system; penetrations, junctions, upturns and defects are recorded and resolved before concealment. Record: Pre-cover release checklist		Date: _____ Actual result/observation: _____ Evidence/photo/report reference: _____ Result / disposition: _____ Corrective action / retest ref.: _____			
WP15 Tiling/screed interface	Proposed: baseline — Check membrane protection and any screed/adhesive interface details before finishes. Method: Proposed: baseline — Review approved detail and manufacturer compatibility; inspect that membrane is not damaged and required protection/separation is installed. Accept when: Proposed: baseline — Interface materials and sequence match approved system [Fill: Waterproofing system/product] and detail [Fill: Wet-area drawings/schedule]; any damage is repaired by approved method before covering. Record: Membrane interface checklist		Date: _____ Actual result/observation: _____ Evidence/photo/report reference: _____ Result / disposition: _____ Corrective action / retest ref.: _____			
WP16 Defects, repairs and retest	Proposed: baseline — Track damage, pinholes, delamination or failed test; inspect repair. Method: Proposed: baseline — Record defect location, approved repair method, product/batch, reinspection and retest where required. Accept when: Proposed: baseline — Defects are closed using manufacturer-approved repair and any specified retest passes [Fill: Specified water test]; no undocumented patch accepted. Record: Waterproofing defect and repair register		Date: _____ Actual result/observation: _____ Evidence/photo/report reference: _____ Result / disposition: _____ Corrective action / retest ref.: _____			
WP17 Completion and handover	Proposed: baseline — Check required certificates, warranties, product/batch traceability, photos and maintenance information. Method: Proposed: baseline — Review handover schedule and project-required documents. Accept when: Proposed: baseline — Required handover evidence in [Fill: Compliance pathway] and contract is complete, traceable to rooms/areas, and consistent with installed system. Record: Waterproofing handover register		Date: _____ Actual result/observation: _____ Evidence/photo/report reference: _____ Result / disposition: _____ Corrective action / retest ref.: _____			

Source Register

Source ID	Title / filename	Revision	Type	Path / URL
NCC22-HOUS E	ABCB, NCC 2022 Housing Provisions, Part 10.2 Wet area waterproofing	See linked source; verify current edition and project adoption	guidance	https://ncc.abcb.gov.au/editions/ncc-2022/adopted/housing-provisions/10-health-and-amenity/part-102-wet-area-waterproofing
NCC22-REFD OCS	ABCB, NCC 2022 referenced documents	See linked source; verify current edition and project adoption	guidance	https://ncc.abcb.gov.au/editions/ncc-2022/adopted/volume-three/2-referenced-documents/referenced-documents
ABCB-WETAR EAS	ABCB, Waterproofing in houses	See linked source; verify current edition and project adoption	guidance	https://ncc.abcb.gov.au/ncc-navigator/waterproofing-houses
CQA-ITP	Construction Quality Association, Guide: How to create an ITP	See linked source; verify current edition and project adoption	guidance	https://www.cqa.org.au/post/guide-how-to-create-an-inspection-and-test-plan-itp
SIKA-1K-PDS	Sika Australia, Sikalastic-1K Product Data Sheet	See linked source; verify current edition and project adoption	guidance	https://aus.sika.com/dms/getdocument.get/37ce9696-c23c-444d-9df2-02f76226b157/sikalastic_-1k.pdf

Open Confirmations

Issue ID	Priority	ITP rows	Open item	Action needed
CONF-001	confirmation	WP01	WP01: 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	WP02	WP02: 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	WP03	WP03: 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	WP04	WP04: 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	WP05	WP05: 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	WP06	WP06: 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	WP07	WP07: 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	WP08	WP08: 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	WP09	WP09: 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	WP10	WP10: 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	WP11	WP11: 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	WP12	WP12: 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	WP13	WP13: 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	WP14	WP14: 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	WP15	WP15: 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	WP16	WP16: 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.

Issue ID	Priority	ITP rows	Open item	Action needed
CONF-017	confirmation	WP17	WP17: 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.