Y

CHECKIT! PROJECT QUALITY REPORT

(Australian English)



Practical Completion and Final Certificate

Box ' No Read relevant Practice Notes and Law Notes on the requirements for Practical Completion if you are not familiar with them. 01 02 Review all contract documents, prepare list of requirements precedent to Practical Completion. Submit copy to builder. 03 Review Schedule of Required Submissions list and verify all required documents have been received, checked and approved (W 01/W 02) Receive, check and verify that all guarantees and warranties are in compliance with specification. Comment on acceptable 04 variance from requirements. Transmit to client. 05 Receive, check and verify that all as-built drawings and specifications are complete and in compliance. Transmit original to client; 06 Receive, check and verify that all operations manuals and user instructions are complete and in compliance. Transmit to client. Respond to written notice from builder as soon as possible and within time frame of Conditions of Contract (10 Days in case of 07 08 Ensure that the notice stating that the works are not ready for Practical Completion includes all significant items not ready. (None can be added later under JCC) 09 Review all Architect's Instructions and field reports; compile master defects list to be issued at Practical Completion. Issue notice of Practical Completion when Y08 items are satisfactorily completed (note Proforma Notice of Practical Completion, 10 Issue progress certificate for one-half of retentions and (as appropriate) one-half of bank guarantee within conditions of Contract 11 Issue "make-good" notices as defects are found during defects liability period. 12 13 Issue Final Certificate, as required by Agreement, after confirmation that all contract conditions have been satisfied. Check Builder's final claim. Refer to JCC Clause C 1.11.02. 15 Conduct final inspection of the works; prepare written documentation of observations. 16 Make determination as to whether a second defects liability period is required. If so, document and notify client and builder. Issue Semi-Final Certificate, if required - (JCC only). 17 Issue Final Certificate, as required by Contract, after confirmation that all contract requirements have been satisfied. Release balance of bank guarantee and balance of retention.