


PROCESS NAME: BCO PROJECT COMPLETION PROMPT LIST

DOCUMENT NUMBER: BAD0023 – CI1543

RESPONSIBILITY: BUILDING CONTROL GROUP MANAGER

PROJECT DETAILS**Building Consent No:**

Items to be Checked	What is checked	Checked	Not Applicable	Comments
Inspections	Are all inspections accounted for?	P		
	Does the durability need to be modified?		P	
Attached Documents	Application for CCC signed and received?	P		
	PS4 Producer Statement		P	
	Supporting Documentation (tanking, cladding systems)		P	
	Services as laid plan		P	Not available due to age of project. Accepted
	Gas Certificate		P	
	Electrical Certificate		P	Not available due to age of project. Accepted
	Warning System Test Certificate		P	
	FPIS or Sprinkler Sign off		P	
Databases Completed	Wastewater database		P	
	Pool database (contact pool officer)		P	
Compliance Schedule	Compliance Schedule items identified and checked in CI		P	
Charges	Additional charges/refunds		P	
	CPU events and charges completed		P	
CI Requirements	Service comments in RI been addressed		P	
	Primary/Secondary Use completed in CI	P		
Inspectors Signoff	Field sheet signed off. Authorisation from BCO to grant Code Compliance Certificate.	P		
Signed		Date	07/11/2017	

Print Name**Graham Allum**