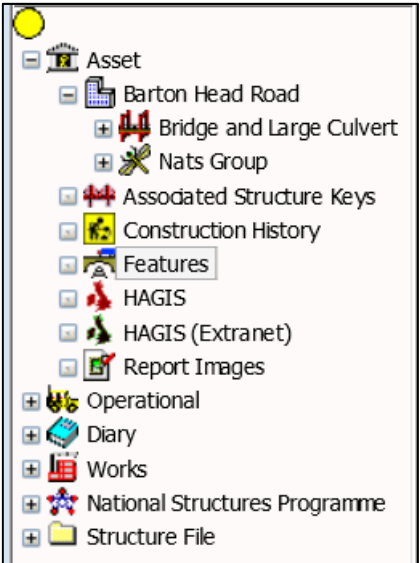



Inspection Checklist

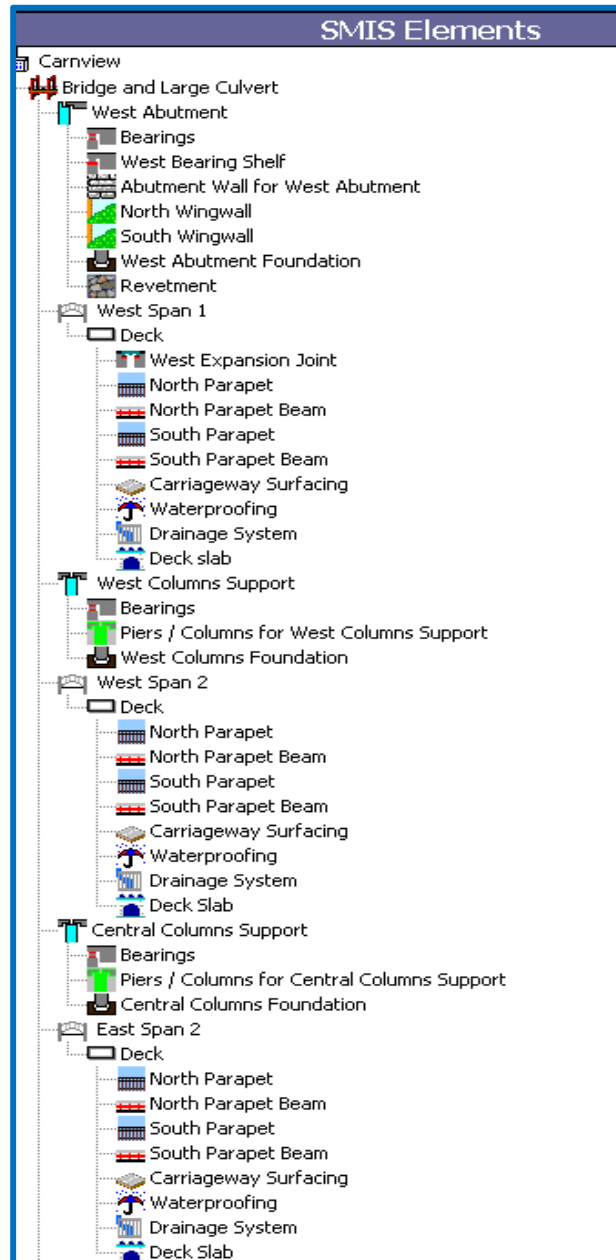
<u>Section / Task</u>	<u>Link</u>
<p><u>Photos</u></p> <p>Compress</p> <p>Place in S:Drive Folder</p> <p>Inspection Photos</p> <p>Defect Photos</p>	<p>C:\ProgramData\Microsoft\Windows\Start Menu\Programs\Microsoft Office\Microsoft Office 2010 Tools</p> <p>S:\Managing Our Highways Assets\Service Delivery\Structures\Structures Inspections</p> <p>SMIS Inspection Photos Caption Guide for upload</p>
<p><u>Summary</u></p> <p>Standard Formats</p>	<p>Insert standard format for the structure type. Change grammar within the first sentence to reflect condition of the structure.</p> <p>Standard Formats</p>
<p><u>Inventory</u></p> <p>Correct inventory order</p> <p>277 Complete (Report Images Tab)</p> <p> 1:50000 map</p> <p> Elevation DWG</p> <p> General Photo</p> <p> Map 1:2500</p> <p>Headroom (Features Tab)</p> <p> Headroom checked / correct?</p> <p>Structure Dimensions (As built drawings)</p> <p> Span Lengths checked / correct?</p> <p> Wingwall dimensions checked / correct?</p> <p>Constraints (Operational tab)</p>	<p>SMIS Standard Inventory Orders Guide</p> 

<p><u>Defects</u></p> <p>Type – Select from drop downs</p> <p>Extent – Select from drop downs, provide comment on cause when defect is evident >5%</p> <p>Severity – Amending severity depending on condition of defect at time of inspection</p> <p>Location – describe where the defect is eg; <i>'North end of soffit above lane 1'</i></p> <p>Size / Width – dimensions <i>LengthxWidthxDepth/Height</i></p> <p><i>Crack length and width</i></p> <p>Photo generally 1 or 2 per defect – One Should give an overview of the defect location, the other a detailed view showing the defect.</p> <p>Assigning defects to elements and components – Defects identified as 'missing' should be assigned to a component with the generic non scoring icon (Please see right). Assigning to a scoring element implies that the structure is missing elements and will provide a high overall safety score to the structure</p>	<p>SMIS Inspection Photos Caption Guide for upload</p> 
<p><u>Resilience</u></p> <p>Any change? / Confirm Check</p>	
<p><u>Maintenance Actions</u></p> <p>Make new maintenance action for defect. Put in Estimated cost & TM</p> <p>Risk rating</p>	
<p><u>Duplicated / Repaired Defects</u></p> <p>Remove using Change of Status in maintenance actions.</p>	

SMIS Standard Inventory Orders Guide

Inventory – Top to Bottom as you see it

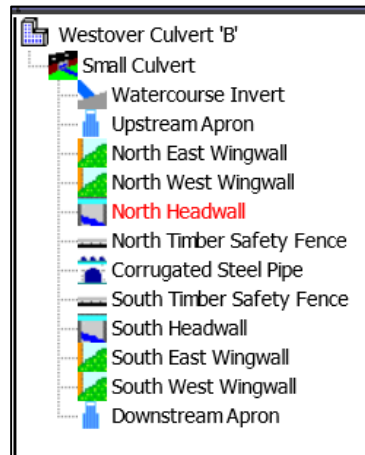
Bridge



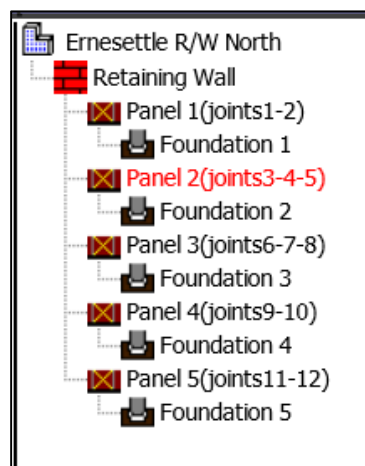
Guide Only

Where defects are listed in other components not shown to the left, inventory can be amended to show. For example: Road over surfacing, road over footpath, kerb drainage, safety fence etc

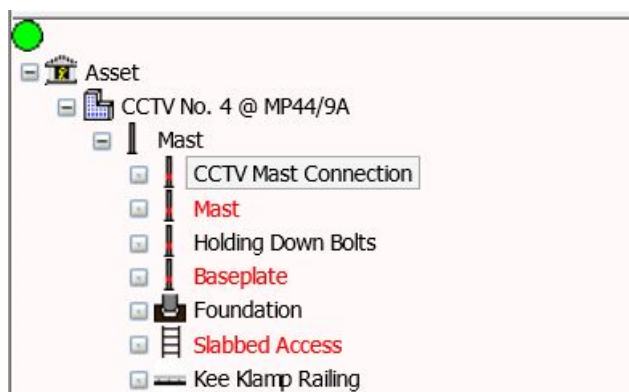
Culvert



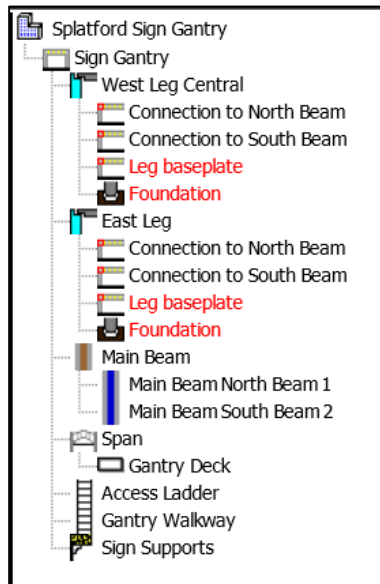
Retaining Wall



CCTV Mast



Sign Gantry



SMIS Inspection Photos Guide

Principal Inspections

Guide for inspection photos to fully represent a structure for a Principal Inspection report

Bridges

- North/South or East/ West elevations (one of each)
- North/South or East/ West expansion joints
- North/South or East/ West parapets
- North East/North West/South East/South West parapet connector (where all connectors are the same, one photo to show face and rear of a connection)
- North/South or East/ West abutments
- North/South or East/ West wingwalls
- North/South or East/ West bearings. Pier/Column bearings
- North/South or East/ West and central soffit spans
- Piers/Columns
- Revetments
- Longitudinal steel beams
- Access doors / ladders / walkways
- Anything else that is significant to the structure; external / internal post tensioning, service ducts, etc.

Culverts

- Upstream Watercourse Invert
- Upstream Spillway / Stepped Spillway (Where applicable)
- Upstream 'Abutment' (Spillway Walls) (Where applicable)
- Upstream 'Abutment' (Spillway Walls) (Where applicable)
- Upstream Spillway Soffit (Where applicable)
- Upstream Training Walls
- Upstream Apron
- Upstream Headwall
- Upstream Timber Safety Fencing
- Relined Original Corrugated Steel Structure / Concrete Pipe
- Original Corrugated Steel Structure / Concrete Pipe
- Downstream Timber Safety Fencing
- Downstream Headwall
- Downstream Energy Dissipater
- Downstream Training Walls
- Downstream Watercourse Invert
- Joints
- Access route / steps / manhole / ladders
- Anything else significant / hazardous etc

Retaining Walls

- North/South or East/ West elevations (one of each)
- Joints
- Safety fence/handrail
- Top of Wall
- Access walkway
- Any significant to the wall / hazardous etc

Gantries

- Foundation
- Holding down bolts
- Gantry legs
- Main beam
- Access ladder / walkway
- Sign fixing detail (typical)
- Elevation
- Any other significant features

Masts CCTV / Lighting

- Elevation
- Foundation
- Holding down bolts
- Mast
- Winch / Pulleys / Mechanical lifting kit
- Access steps / any other significant features

SMIS Inspection Photos Caption Guide for upload

Principal Inspections

Bridges

- 01 General view showing the North/South or East/ West elevations
- 02 General view showing the North/South or East/ West elevations
- 03 General view showing the North/South or East/ West expansion joint
- 04 General view showing the North/South or East/ West expansion joint
- 05 General view showing the North/South or East/ West parapet
- 06 General view showing the North/South or East/ West parapet
- 07 General view showing a typical parapet connector (include additional photos if design is different)
- 08 General view showing North/South or East/ West abutment bearings
- 09 General view showing the North/South or East/ West abutment
- 10 General view showing the North/South or East/ West abutment
- 11 General view showing a typical wingwall (include additional photos if design/length/height is different)
- 12 General view showing a typical pier/column
- 13 General view showing the North/South or East/ West revetment
- 14 General view showing the soffit span (Include all spans)
- 15 General view showing a typical joint

Culverts

- 01 General view showing the North/South or East/ West elevations
- 02 General view showing the North/South or East/ West elevations
- 03 General view looking North to South or East to West through the culvert
- 04 General view showing the North/South or East/ West training walls
- 05 General view showing the North/South or East/ headwall
- 06 General view showing the North/South or East/ apron
- 07 General view showing the Relined Original Corrugated Steel Structure / Concrete Pipe
- 08 General view showing the Original Corrugated Steel Structure / Concrete Pipe
- 09 General view showing the North/South or East/ West abutment
- 10 General view showing the North/South or East/ West abutment
- 11 General view showing a typical wingwall (include additional photos if design/length/height is different)
- 12 General view showing the safety fencing
- 13 General view showing the soffit span (Include all spans)
- 14 General view showing a typical joint
- 15 General view showing the upstream/downstream watercourse invert

Retaining Wall

- 01 General view showing the North/South or East/ West elevations
- 02 General view showing the North/South or East/ West elevations
- 03 General view showing a typical joint
- 04 General view showing the safety fence/handrail

Gantries, Masts, to follow same format

General Inspections

Bridges

- North/South or East/ West elevations (one of each)
- North/South or East/ West expansion joints
- North/South or East/ West parapets
- North East/North West/South East/South West parapet connector (where all connectors are the same, one photo to show face and rear of a connection)
- Access doors / ladders / walkways
- Anything else that is significant to the structure; external / internal post tensioning, service ducts, etc.

Culverts

- Upstream Headwall
- Upstream Timber Safety Fencing
- Relined Original Corrugated Steel Structure / Concrete Pipe
- Original Corrugated Steel Structure / Concrete Pipe
- Downstream Timber Safety Fencing
- Downstream Headwall
- Access route / steps / manhole / ladders
- Anything else significant / hazardous etc

Retaining Walls

- North/South or East/ West elevations (one of each)
- Safety fence/handrail
- Top of Wall
- Access walkway
- Any significant to the wall / hazardous etc

Gantries

- North/South or East/ West elevations
- Foundation
- Holding down bolts
- Access ladder / walkway
- Sign fixing detail (typical)
- Any other significant features

Masts CCTV / Lighting

- Elevation
- Foundation
- Holding down bolts
- Mast
- Winch / Pulleys / Mechanical lifting kit

- Access steps / any other significant features

Standard Formats

Bridge / Footbridge Format

The structure is generally in **good** condition. There were no significant defects at the time of inspection which affect either the integrity or serviceability of the asset.

Safety related defects included:

High priority defects which require monitoring / action include: **Delete if no high priority defects evident**

Medium priority defects which require monitoring / action include: **Delete if no medium priority defects evident**

Low priority defects which require monitoring / action include: **Delete if no low priority defects evident**

Headroom measured:

The following remedial / maintenance works are required:

Additional Inspection / monitoring required:

Culvert Format

The culvert is generally in **good** condition. There were no significant defects at the time of inspection which affect either the integrity or serviceability of the asset.

Safety related defects included:

High priority defects which require monitoring / action include: **Delete if no high priority defects evident**

Medium priority defects which require monitoring / action include: Delete if no medium priority defects evident

Low priority defects which require monitoring / action include: Delete if no low priority defects evident

The following remedial / maintenance works are required:

Retaining Wall Format

The structure is generally in good condition. There were no significant defects at the time of inspection which affect either the integrity or serviceability of the asset.

Safety related defects included:

High priority defects which require monitoring / action include: Delete if no high priority defects evident

Medium priority defects which require monitoring / action include: Delete if no medium priority defects evident

Low priority defects which require monitoring / action include: Delete if no low priority defects evident

The following remedial / maintenance works are required:

Gantry / mast

The Structure is generally in good condition. There were no significant defects at the time of inspection which affect either the integrity or serviceability of the asset.

Safety related defects included:

High priority defects which require monitoring / action include: Delete if no high priority defects evident

Medium priority defects which require monitoring / action include: Delete if no medium priority defects evident

Low priority defects which require monitoring / action include: Delete if no low priority defects evident

The following remedial / maintenance works are required: