|  |
| --- |
| Project Information |
| Project Name: |  |
| Contract No: |  | Project No (patches): |  |
| Road Number: |  | KNet Form Number: |  |

|  |
| --- |
| Project Representatives |
| Senior Responsible Officer: |  | DIT Project Manager: |  |
| Designer: |  | Representative: |  |
| Independent Design Certifier: |  | Representative: |  |

|  |
| --- |
| “Issued for Acceptance” - Drawings, Models and Documents |
| Work Package Name |  | Work Package No: |  |
| **Documents** | **Document Number** | **Rev** | **Date** |
| Design Report (including Safety in Design) |  |  |  |
| Traffic Signals Operational Performance Report |  |  |  |
| Departures / Waivers / EDD |  |  |  |
|  |  |  |  |
| **Digital Engineering Model(s)** | **Reference** | **Rev** | **Date** |
| *e.g. 12DA or Navis works Drains / or GIS* |  |  |  |
|  |  |  |  |
| **Drawing No** | **Sheet No.** | **AMD** | **Drawings - Title** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

| Step 1 - Evidence of Review & Verification |
| --- |
| **Evidence of Design Verification and Certification** | **Document Number** | **Rev** | **Date** |
| *e.g. model / report / checklist / comments sheet* |  |  |  |
|  |  |  |  |
| **Compliance with the Project Requirements** | **Representative** (who signed) | **Doc Reference** | **Date** |
| Designer’s Certificate: |  |  |  |
| Independent Design Certificate: |  |  |  |
| Authority Endorsement (e.g. Council for drainage): |  |  |  |

*Design Certificates are to be attached and scanned with the Issued for Acceptance Form and recorded in Knet*

| Step 2 – Technical Endorsement |
| --- |
| I am satisfied the Designer and Independent Design Certifier (IDC) have demonstrated that the design complies with the project requirements (or a Departure has been accepted). I endorse the acceptance of the drawings and documents listed above. |
| **Discipline** | **Representative** (KNet 17013963) | **Record of Endorsement** | **Date** |
| Road Design |  | *Can use digital approvals* |  |
| Traffic Signals Design –  |  |  |  |
| Operations (NMS)  |  |  |  |
| Technical Services |  |  |  |
| Pavement Design  |  |  |  |
| ITS |  |  |  |
| Operations (NMS)  |  |  |  |
| Electrical Design |  |  |  |
| Stormwater Design |  |  |  |
| Lighting & Electrical Design |  |  |  |
| Structural Design |  |  |  |
| Vegetation Removal  |  |  |  |
| Landscape and urban design |  |  |  |

| Step 3 - Approval of Traffic Control Devices (where applicable) |
| --- |
| Traffic Impact Statement |  |
|  | **Name** (List in KNet 15045530) | **Signature for Endorsement** | **Date** |
| **Recognised Traffic Engineering Practitioner** (RTEP) |  |  |  |
| **Minute approved by the Commissioner of Highways or Delegate** - Knet Ref(only for devices excluded from other authorisations e.g. bus lanes, clearway) |  |
| **Approval of Traffic Control Devices**🖵 Standard Traffic Control Devices 🖵 Non Standard |
| I authorise the installation, alteration or removal of the traffic control devices shown on the traffic control drawings listed above. **Signed for and on behalf of the Commissioner of Highways (Minister’s Instrument)** |
| **Title** | **Representative** | **Signature for Approval** | **Date** |
|  |  |  |  |

| Step 4 - Drawing and Document Acceptance  |
| --- |
| I have reviewed the information and evidence of compliance of drawings and documents (listed above) and confirm: |
|  | I **“accept”** the IFA documents and permit them to be updated to “Issued for Construction” (IFC) |
|  | I **“accept on the condition”** the documents are updated (as detailed below) prior to the “Issued for Construction” (IFC). |
|  | I **“reject”** the IFA documents – (the information to be re-submitted as detailed below).  |
| Conditions of Acceptance or Information to be re-submitted. |
|  |
| **Title** | **Representative** | **Record of Acceptance** | **Date** |
|  |  |  |  |