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

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

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| “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** | | | |
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| 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** |
|  | |  |  |  |