

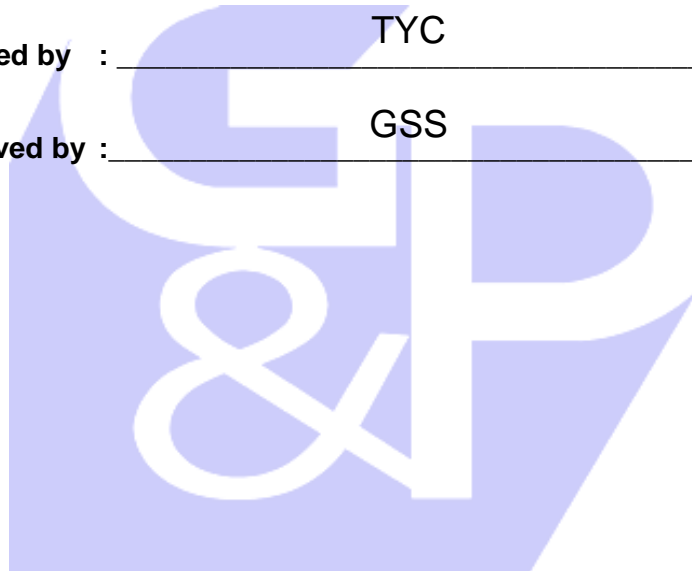


WORK INSTRUCTIONS FOR ENGINEERS

Compiled by : _____ FCC

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**OP-3-33. CHECKLIST FOR GEOTECHNICAL
SITE INSPECTION**

CHECKLIST FOR GEOTECHNICAL SITE INSPECTION

33.0 CHECKLIST FOR GEOTECHNICAL SITE INSPECTION

	CHECKLIST ITEMS	Checked By G&P Geotechnics	Remarks
1.0	PRELIMINARIES		
1.1	GEOTECHNICAL DESK STUDY – Review of available documents and data of the site and adjacent areas including SI reports, geological maps, topography plan and etc. <ul style="list-style-type: none"> • General Layout / Floor Plan for buildings including slopes and retaining walls (if any). • Typical Floor Plan(s) where the layout is different for various levels (esp. in high rise buildings). • Elevation View(s) of the building, slopes and etc. • A copy of SI report or selected representative boreholes. • Previous engineer's safety report, if available. • Foundation drawings, if available. 		
1.2	Review on the Foundation System of the related structures.		
1.3	Review the information of the site / building, including the history, activities and building usage(s).		
1.4	Plan the inspection sequence and procedure.		
2.0	ITEMS TO PREPARE FOR SITE INSPECTION		
2.1	<input type="checkbox"/> Site Plan and Location Plan <input type="checkbox"/> Scale, ruler and pull tape. <input type="checkbox"/> Compass & Slope Meter (if required) <input type="checkbox"/> Photography Equipment (eg. Digital Camera, films, batteries) <input type="checkbox"/> Writing Pad and Notes <input type="checkbox"/> Pen, Markers & Spray Paint (if necessary)		
3.0	INSPECTION PROCEDURES		
3.1	<ul style="list-style-type: none"> • Check/ consult the client (person in-charge) to understand the site boundary, scope and issues. • Obtain a verbal briefing on the background of the site, noting down important events and dates. 		
3.2	Confirm the Reference Direction of site using <u>Compass</u> with the references on <u>Site Plan / Map</u> .		
3.3	Take an overview photo of the site.		
3.4	Confirm the inspection sequence and procedure.		
3.5	Carry out the inspection and identify the critical area or location observed at site.		
3.6	<ul style="list-style-type: none"> • Take photograph(s) (with a scale ruler/tape measure next to it) and note down its position and indicate on the drawing. For cracks which are not readily visible, use spray paint or a pen pointing to the cracks. • Write down the exposure no. and the direction taken on the Site Plan / Map. 		



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3.7	<ul style="list-style-type: none"> • For detecting hollow slabs or areas, use any probe available at site, metal rod is particularly effective. • Record the size and material of the probe. • Take a photo of the probe with the operator. 		
3.8	Check the surroundings and adjacent structures. Record down any useful additional information or defect(s), if any.		
3.9	Record down the activity adjacent to the site.		
	Signature by Engineer		

