



SHS Pre- Handover / PCI Checklist and Inspection Procedure:

Firstly your consultant will request site access. The inspection will typically take 1.5-2 hrs and you and your builder may attend if you would like.

The first part of the report is a detailed inspection of all visible building components (structural and non-structural). For all aspects of the building work your inspector will check:

Has the builder performed the home building work in a proper and workmanlike manner, in accordance with the contract, supply materials that are of merchantable quality and reasonably fit for the purpose? If not what are the acceptable standards / codes which apply? What more is required for compliance?

Your inspector will then compile a list of any incomplete work listing all items which are considered incomplete and include them in the report.

Your consultant will then inspect the following areas (but not limited to):

Bathrooms

- Correct fall towards waste
- Waterproofing
- Tiling workmanship and compliance, control joints, quality of work
- Shower screens. Step downs, hobs and fixings / fittings cabinetry

Roof cavity

- All ducting connected?
- Frame installed in accordance with AS1684, Tie downs, Fixing methods, Member sizes.
- Ceiling insulated
- Roof covering has been installed in accordance with applicable codes and standards
- Back blocking of ceiling, trimmers and spacing's

Kitchen

Cabinetry has been installed to an acceptable standard, no excessive gaps, chips or damages

Brickwork and walls

Weepholes in masonry

Paved areas falls

Wall opening flashings

Weatherproofing of openings

General

- RCD'S, smoke alarms and certifications (waterproofing, termite,)
- Excessive cracking to slabs, ceilings, cornice, walls Tolerances for plumb square and level to all installed building components
- Door and window operation, locks, latches, bowing and cupping of doors
- Painting, suitability, workmanship, complete?
- Your consultant can also offer advice on contractual disputes for things such as variations and time delays.

Once the pre-handover inspection's complete, the consultant will typically prepare a report, which should include a list of any defects and omissions or certifications you can reasonably expect the builder to provide. This report should be available, within 24 hours, for the builder to review and (where necessary) rectify or to argue their case about whatever's been presented. It is important to keep communication completely open with the builder at this time, including listening to any reasonable explanations about why something has been done a certain way. Your consultant may assist and advise with regard to these explanations