

Element	Component	Item	Proactive Maintenance Frequency	New Service Number	Asset Maintenance Standard
Roof and Roof Structures	Safety Systems	Access Hatch/ Door	Yearly	1	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Roof and Roof Structures	Safety Systems	Access ladder	Yearly	1	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Roof and Roof Structures	Safety Systems	Access ladder	Yearly	1	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Roof and Roof Structures	Safety Systems	Access point	Yearly	1	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Roof and Roof Structures	Safety Systems	Access point	Yearly	1	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Roof and Roof Structures	Safety Systems	Crawler boards	Yearly	1	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Roof and Roof Structures	Safety Systems	Crawler boards	Yearly	1	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Roof and Roof Structures	Safety Systems	Crawler boards	Yearly	1	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Roof and Roof Structures	Safety Systems	Platform and Gantry	Yearly	1	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Roof and Roof Structures	Safety Systems	Platform and Gantry	Yearly	1	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Roof and Roof Structures	Safety Systems	Roof anchors	Yearly	1	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Roof and Roof Structures	Safety Systems	Roof anchors	Yearly	1	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Doors (including fire doors)	Motorised	Bi-fold	Yearly	2	Appropriate operation, tracks are free from foreign matter, no loose or missing fixings, not bent or misaligned, no evident damage including dents, scratches, or broken parts
Doors (including fire doors)	Motorised	Bi-fold	Yearly	2	Appropriate operation, tracks are free from foreign matter, no loose or missing fixings, not bent or misaligned, no evident damage including dents, scratches, or broken parts
Doors (including fire doors)	Motorised	Bi-fold	Yearly	2	Appropriate operation, tracks are free from foreign matter, no loose or missing fixings, not bent or misaligned, no evident damage including dents, scratches, or broken parts
Doors (including fire doors)	Motorised	Panel	Yearly	2	Appropriate operation, tracks are free from foreign matter, no loose or missing fixings, not bent or misaligned, no evident damage including dents, scratches, or broken parts
Doors (including fire doors)	Motorised	Panel	Yearly	2	Appropriate operation, tracks are free from foreign matter, no loose or missing fixings, not bent or misaligned, no evident damage including dents, scratches, or broken parts
Doors (including fire doors)	Motorised	Panel	Yearly	2	Appropriate operation, tracks are free from foreign matter, no loose or missing fixings, not bent or misaligned, no evident damage including dents, scratches, or broken parts
Doors (including fire doors)	Motorised	Commercial Roller Shutter	Yearly	2	Appropriate operation, tracks are free from foreign matter, no loose or missing fixings, not bent or misaligned, no evident damage including dents, scratches, or broken parts
Mechanical services	Fume Cupboard	Anti- Static Vinyl Curtain	Yearly	3	Free from decay, rust, corrosion and no evident damage.
Mechanical services	Fume Cupboard	Clear Sash	Yearly	3	Free from decay, rust, corrosion and no evident damage.
Mechanical services	Fume Cupboard	Fume Hood	Yearly	3	Free from decay, rust, corrosion and no evident damage.
Mechanical services	Fume Cupboard	Main Filter	Yearly	3	Free from decay, rust, corrosion and no evident damage.
Mechanical services	Fume Cupboard	Pre- Filter	Yearly	3	Free from decay, rust, corrosion and no evident damage.
Fitments	Workshop Equipment	Air Compressors, portable and fixed	Yearly	4	Free from dust, debris, foreign objects, dents, scratches. No damage to parts including handles, housings and wiring.
Fitments	Workshop Equipment	Bandsaw	Yearly	4	Free from dust, debris, foreign objects, dents, scratches. No damage to parts including handles, housings and wiring.
Fitments	Workshop Equipment	Bench shears	Yearly	4	Free from dust, debris, foreign objects, dents, scratches. No damage to parts including handles, housings and wiring.
Fitments	Workshop Equipment	Circular Saw, Tilting Arbor	Yearly	4	Free from dust, debris, foreign objects, dents, scratches. No damage to parts including handles, housings and wiring.
Fitments	Workshop Equipment	CNC Machines- Lathe, Milling Machine & Router	Yearly	4	Free from dust, debris, foreign objects, dents, scratches. No damage to parts including handles, housings and wiring.
Fitments	Workshop Equipment	Cold Saw	Yearly	4	Free from dust, debris, foreign objects, dents, scratches. No damage to parts including handles, housings and wiring.
Fitments	Workshop Equipment	Dowling Machine	Yearly	4	Free from dust, debris, foreign objects, dents, scratches. No damage to parts including handles, housings and wiring.
Fitments	Workshop Equipment	Drill, Bench or Floor Mounted	Yearly	4	Free from dust, debris, foreign objects, dents, scratches. No damage to parts including handles, housings and wiring.
Fitments	Workshop Equipment	Drilling Machine - Bench	Yearly	4	Free from dust, debris, foreign objects, dents, scratches. No damage to parts including handles, housings and wiring.
Fitments	Workshop Equipment	Drilling Machine - Floor Mounted	Yearly	4	Free from dust, debris, foreign objects, dents, scratches. No damage to parts including handles, housings and wiring.
Fitments	Workshop Equipment	Drilling Machine - Milling	Yearly	4	Free from dust, debris, foreign objects, dents, scratches. No damage to parts including handles, housings and wiring.
Fitments	Workshop Equipment	Drilling Machined - Geared Head	Yearly	4	Free from dust, debris, foreign objects, dents, scratches. No damage to parts including handles, housings and wiring.
Fitments	Workshop Equipment	Dust Extractor - Portable	Yearly	4	Free from dust, debris, foreign objects, dents, scratches. No damage to parts including handles, housings and wiring.

Fitments	Workshop Equipment	Edge Tool Sharpening Machine - Wet Stone Grinder/ Wet Stone Sharpener	Yearly	4	Free from dust, debris, foreign objects, dents, scratches. No damage to parts including handles, housings and wiring.
Fitments	Workshop Equipment	Electric Welders (Arc) - GMAW	Yearly	4	Free from dust, debris, foreign objects, dents, scratches. No damage to parts including handles, housings and wiring.
Fitments	Workshop Equipment	Electric Welders (Arc) - MIG	Yearly	4	Free from dust, debris, foreign objects, dents, scratches. No damage to parts including handles, housings and wiring.
Fitments	Workshop Equipment	Electric Welders (Arc) - Stick	Yearly	4	Free from dust, debris, foreign objects, dents, scratches. No damage to parts including handles, housings and wiring.
Fitments	Workshop Equipment	Electric Welders (Arc) - TIG	Yearly	4	Free from dust, debris, foreign objects, dents, scratches. No damage to parts including handles, housings and wiring.
Fitments	Workshop Equipment	Folder Magnetic	Yearly	4	Free from dust, debris, foreign objects, dents, scratches. No damage to parts including handles, housings and wiring.
Fitments	Workshop Equipment	Fume exhaust	Yearly	4	Free from dust, debris, foreign objects, dents, scratches. No damage to parts including handles, housings and wiring.
Fitments	Workshop Equipment	Fume extractor, portable for welding	Yearly	4	Free from dust, debris, foreign objects, dents, scratches. No damage to parts including handles, housings and wiring.
Fitments	Workshop Equipment	Grinder / Buff, Bench or Pedestal including combination	Yearly	4	Free from dust, debris, foreign objects, dents, scratches. No damage to parts including handles, housings and wiring.
Fitments	Workshop Equipment	Guillotine, Metal cutting (manual)	Yearly	4	Free from dust, debris, foreign objects, dents, scratches. No damage to parts including handles, housings and wiring.
Fitments	Workshop Equipment	Hydraulic Press, less than or equal to 35 tonne	Yearly	4	Free from dust, debris, foreign objects, dents, scratches. No damage to parts including handles, housings and wiring.
Fitments	Workshop Equipment	Jointer / Planer	Yearly	4	Free from dust, debris, foreign objects, dents, scratches. No damage to parts including handles, housings and wiring.
Fitments	Workshop Equipment	Kilns - Control Equipment	Yearly	4	Free from dust, debris, foreign objects, dents, scratches. No damage to parts including handles, housings and wiring.
Fitments	Workshop Equipment	Kilns - Refractory Linings	Yearly	4	Free from dust, debris, foreign objects, dents, scratches. No damage to parts including handles, housings and wiring.
Fitments	Workshop Equipment	Kilns - Unit	Yearly	4	Free from dust, debris, foreign objects, dents, scratches. No damage to parts including handles, housings and wiring.
Fitments	Workshop Equipment	Lifting equipment - chains	Yearly	4	Free from dust, debris, foreign objects, dents, scratches. No damage to parts including handles, housings and wiring.
Fitments	Workshop Equipment	Lifting equipment - hooks	Yearly	4	Free from dust, debris, foreign objects, dents, scratches. No damage to parts including handles, housings and wiring.
Fitments	Workshop Equipment	Lifting equipment - pulleys	Yearly	4	Free from dust, debris, foreign objects, dents, scratches. No damage to parts including handles, housings and wiring.
Fitments	Workshop Equipment	Lifting equipment - slings	Yearly	4	Free from dust, debris, foreign objects, dents, scratches. No damage to parts including handles, housings and wiring.
Fitments	Workshop Equipment	LPG Heat Treatment Furnace	Yearly	4	Free from dust, debris, foreign objects, dents, scratches. No damage to parts including handles, housings and wiring.
Fitments	Workshop Equipment	LPG Heating Torch Set	Yearly	4	Free from dust, debris, foreign objects, dents, scratches. No damage to parts including handles, housings and wiring.
Fitments	Workshop Equipment	LPG soldering furnace	Yearly	4	Free from dust, debris, foreign objects, dents, scratches. No damage to parts including handles, housings and wiring.
Fitments	Workshop Equipment	Metal Cutting Bandsaw - horizontal & vertical	Yearly	4	Free from dust, debris, foreign objects, dents, scratches. No damage to parts including handles, housings and wiring.
Fitments	Workshop Equipment	Metal Linisher	Yearly	4	Free from dust, debris, foreign objects, dents, scratches. No damage to parts including handles, housings and wiring.
Fitments	Workshop Equipment	Metalwork Lathe (including Geared Head, with or without DRO)	Yearly	4	Free from dust, debris, foreign objects, dents, scratches. No damage to parts including handles, housings and wiring.
Fitments	Workshop Equipment	Mortising Machine	Yearly	4	Free from dust, debris, foreign objects, dents, scratches. No damage to parts including handles, housings and wiring.
Fitments	Workshop Equipment	Oxy-acetylene Welding Set	Yearly	4	Free from dust, debris, foreign objects, dents, scratches. No damage to parts including handles, housings and wiring.
Fitments	Workshop Equipment	Panbrake - manual	Yearly	4	Free from dust, debris, foreign objects, dents, scratches. No damage to parts including handles, housings and wiring.
Fitments	Workshop Equipment	Panel Saw	Yearly	4	Free from dust, debris, foreign objects, dents, scratches. No damage to parts including handles, housings and wiring.
Fitments	Workshop Equipment	Pipe Bender & Stand	Yearly	4	Free from dust, debris, foreign objects, dents, scratches. No damage to parts including handles, housings and wiring.
Fitments	Workshop Equipment	Plasma Cutting System	Yearly	4	Free from dust, debris, foreign objects, dents, scratches. No damage to parts including handles, housings and wiring.
Fitments	Workshop Equipment	Power Hacksaw	Yearly	4	Free from dust, debris, foreign objects, dents, scratches. No damage to parts including handles, housings and wiring.
Fitments	Workshop Equipment	Ring Rolls - manual	Yearly	4	Free from dust, debris, foreign objects, dents, scratches. No damage to parts including handles, housings and wiring.
Fitments	Workshop Equipment	Rolls, Sheet Metal - manual	Yearly	4	Free from dust, debris, foreign objects, dents, scratches. No damage to parts including handles, housings and wiring.
Fitments	Workshop Equipment	Router table	Yearly	4	Free from dust, debris, foreign objects, dents, scratches. No damage to parts including handles, housings and wiring.
Fitments	Workshop Equipment	Sander - belt	Yearly	4	Free from dust, debris, foreign objects, dents, scratches. No damage to parts including handles, housings and wiring.
Fitments	Workshop Equipment	Sander - disc	Yearly	4	Free from dust, debris, foreign objects, dents, scratches. No damage to parts including handles, housings and wiring.
Fitments	Workshop Equipment	Scroll saw - fixed only	Yearly	4	Free from dust, debris, foreign objects, dents, scratches. No damage to parts including handles, housings and wiring.
Fitments	Workshop Equipment	Shaping machine	Yearly	4	Free from dust, debris, foreign objects, dents, scratches. No damage to parts including handles, housings and wiring.
Fitments	Workshop Equipment	Spot Welder/ Resistance Welder - fixed and portable	Yearly	4	Free from dust, debris, foreign objects, dents, scratches. No damage to parts including handles, housings and wiring.
Fitments	Workshop Equipment	Swage & Jenny	Yearly	4	Free from dust, debris, foreign objects, dents, scratches. No damage to parts including handles, housings and wiring.
Fitments	Workshop Equipment	Thickneser	Yearly	4	Free from dust, debris, foreign objects, dents, scratches. No damage to parts including handles, housings and wiring.
Fitments	Workshop Equipment	Woodwork Lathe	Yearly	4	Free from dust, debris, foreign objects, dents, scratches. No damage to parts including handles, housings and wiring.
Fitments	Sporting Equipment - internal	Backboards	Yearly	5	Operable, no evident damage or deterioration of any parts
Fitments	External Furniture	Flagpole	Yearly	6	Free from rust, corrosion and fittings are tight and secure. No evident damage
External Movement Areas and Grounds Maintenance	Playground	Climbing Nets	Yearly	6	Free from rust, corrosion and fittings are tight and secure. No evident damage
External Movement Areas and Grounds Maintenance	Playground	Sensory & Learning	Yearly	6	Free from rust, corrosion and fittings are tight and secure. No evident damage

External Movement Areas and Grounds Maintenance	Playground	Slide	Yearly	6	Free from rust, corrosion and fittings are tight and secure. No evident damage
External Movement Areas and Grounds Maintenance	Playground	Spinners	Yearly	6	Free from rust, corrosion and fittings are tight and secure. No evident damage
External Movement Areas and Grounds Maintenance	Sports Court & Equipment	AFL Posts	Yearly	6	Free from rust, corrosion and fittings are tight and secure. No evident damage
External Movement Areas and Grounds Maintenance	Sports Court & Equipment	Basketball ring and backboard	Yearly	6	Free from rust, corrosion and fittings are tight and secure. No evident damage
External Movement Areas and Grounds Maintenance	Sports Court & Equipment	Bike Rack	Yearly	6	Free from rust, corrosion and fittings are tight and secure. No evident damage
External Movement Areas and Grounds Maintenance	Sports Court & Equipment	League Posts	Yearly	6	Free from rust, corrosion and fittings are tight and secure. No evident damage
External Movement Areas and Grounds Maintenance	Sports Court & Equipment	Netball Post	Yearly	6	Free from rust, corrosion and fittings are tight and secure. No evident damage
External Movement Areas and Grounds Maintenance	Sports Court & Equipment	Tennis Nets (Posts)	Yearly	6	Free from rust, corrosion and fittings are tight and secure. No evident damage
Electrical System (installation)	Access Systems	Boom gate - automatic	Bi-Annual	7	Check for scratches, marks, dents, control equipment, broken parts, movement as intended, leaks, noise and no evident damage.
Electrical System (installation)	Access Systems	Boom gate - manual	Yearly	7	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Electrical System (installation)	Access Systems	Automated Gates	Bi-Annual	7	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Electrical System (installation)	Alarm	Panic / distress button	Bi-Annual	7	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Electrical System (installation)	Alarm	Panic / distress intercom system	Bi-Annual	7	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Electrical System (installation)	Building Management System	Field	Yearly	7	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Electrical System (installation)	Building Management System	Automation	Yearly	7	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Electrical System (installation)	Emergency Lighting	Built in Module	Bi-Annual	7	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Electrical System (installation)	Emergency Lighting	Built in Module	Bi-Annual	7	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage

Electrical System (installation)	Emergency Lighting	Built in Module	Bi-Annual	7	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Electrical System (installation)	Emergency Lighting	Built in Module	Bi-Annual	7	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Electrical System (installation)	Emergency Lighting	Egress path light	Bi-Annual	7	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Electrical System (installation)	Emergency Lighting	EXIT Sign Running man light	Bi-Annual	7	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Electrical System (installation)	External security lighting	Balance of System	Yearly	7	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Electrical System (installation)	Fans & heaters	Fan - Big Ass	Yearly	7	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Electrical System (installation)	Fans & heaters	Fan - Ceiling	Yearly	7	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Electrical System (installation)	Fans & heaters	Fan - Ceiling	Yearly	7	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Electrical System (installation)	Fans & heaters	Fan - Wall	Yearly	7	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Electrical System (installation)	Fans & heaters	Heater - Wall	Yearly	7	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Electrical System (installation)	Generators	Control Panel	Yearly	7	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Electrical System (installation)	Power	Batteries	Yearly	7	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Electrical System (installation)	Power	RCD	Yearly	7	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Electrical System (installation)	Power	Switchboard	Yearly	7	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Electrical System (installation)	Power	Transformer	Yearly	7	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Electrical System (installation)	Power	Circuit breakers	Yearly	7	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Electrical System (installation)	Switchboards, panels and metering	MSB's, DB's, Sub Boards, Electrical Boards not covered elsewhere	Yearly	7	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Electrical System (installation)	UPS	battery	Yearly	7	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage

Hydraulic Systems	Potable Water Storage	Chilled Drinking Fountain	Yearly	8	Free from leaks, foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage to parts or seals
Hydraulic Systems	Potable Water Storage	Drinking Water Filtration System	Yearly	8	Free from leaks, foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage to parts or seals
Hydraulic Systems	Potable Water Storage	Drinking Water Filtration System	Yearly	8	Free from leaks, foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage to parts or seals
Hydraulic Systems	Potable Water Storage	Drinking Water Filtration System	Yearly	8	Free from leaks, foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage to parts or seals
Hydraulic Systems	Potable Water Storage	Hot water system	Yearly	8	Free from leaks, foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage to parts or seals
Hydraulic Systems	Potable Water Storage	Tanks	Yearly	8	Free from leaks, foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage to parts or seals
Hydraulic Systems	Potable Water Storage	Undersink chiller/hot	Yearly	8	Free from leaks, foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage to parts or seals
Hydraulic Systems	Potable Water Storage	Zip boiling unit	Yearly	8	Free from leaks, foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage to parts or seals

Lifts & Platforms	Electrical System (installation)	Control Panel	Quarterly	9	Safety features, indicators and light globes operable, pit free of debris, no evident damage
Lifts & Platforms	Electrical System (installation)	Lighting	Yearly	9	Safety features, indicators and light globes operable, pit free of debris, no evident damage
Lifts & Platforms	Electrical System (installation)	Control Unit (Controller)	Yearly	9	Safety features, indicators and light globes operable, pit free of debris, no evident damage
Lifts & Platforms	Electrical System (installation)	Drive Unit (VSD)	Yearly	9	Safety features, indicators and light globes operable, pit free of debris, no evident damage
Lifts & Platforms	Electrical System (installation)	Control Panel	Yearly	9	Safety features, indicators and light globes operable, pit free of debris, no evident damage
Lifts & Platforms	Hoists	TBA	Yearly	9	Safety features, indicators and light globes operable, pit free of debris, no evident damage
Lifts & Platforms	Lift Car	Button stations	Yearly	9	Safety features, indicators and light globes operable, pit free of debris, no evident damage
Lifts & Platforms	Lift Car	Interior Finishes	Yearly	9	Safety features, indicators and light globes operable, pit free of debris, no evident damage
Lifts & Platforms	Lift Car	Communications	Yearly	9	Safety features, indicators and light globes operable, pit free of debris, no evident damage
Lifts & Platforms	Lift Car	Door	Yearly	9	Safety features, indicators and light globes operable, pit free of debris, no evident damage
Lifts & Platforms	Lift Car	Hydraulic	Yearly	9	Safety features, indicators and light globes operable, pit free of debris, no evident damage
Lifts & Platforms	Lift Landing	Buttons	Yearly	9	Safety features, indicators and light globes operable, pit free of debris, no evident damage
Lifts & Platforms	Lift Landing	Level indicator (light)	Yearly	9	Safety features, indicators and light globes operable, pit free of debris, no evident damage
Lifts & Platforms	Lift Motor Control Room	Fire Service	Yearly	9	Safety features, indicators and light globes operable, pit free of debris, no evident damage
Lifts & Platforms	Lift Motor Control Room	Governor	Yearly	9	Safety features, indicators and light globes operable, pit free of debris, no evident damage
Lifts & Platforms	Lift Motor Control Room	Hoisting & Governor Ropes	Bi-Annual	9	Safety features, indicators and light globes operable, pit free of debris, no evident damage
Lifts & Platforms	Lift Motor Control Room	Machine	Yearly	9	Safety features, indicators and light globes operable, pit free of debris, no evident damage
Lifts & Platforms	Lift Shaft	Car & counterweight frame	Yearly	9	Safety features, indicators and light globes operable, pit free of debris, no evident damage
Lifts & Platforms	Lift Shaft	Car & counterweight guide shoes	Yearly	9	Safety features, indicators and light globes operable, pit free of debris, no evident damage
Lifts & Platforms	Lift Shaft	Fire Service	Quarterly	9	Safety features, indicators and light globes operable, pit free of debris, no evident damage
Lifts & Platforms	Lift Shaft	Hydraulic	Yearly	9	Safety features, indicators and light globes operable, pit free of debris, no evident damage

Lifts & Platforms	Lift Shaft	Guiderails	Yearly	9	Safety features, indicators and light globes operable, pit free of debris, no evident damage
Lifts & Platforms	Lift Shaft	Lift well static equipment	Yearly	9	Safety features, indicators and light globes operable, pit free of debris, no evident damage
Lifts & Platforms	Lift Shaft	Multiplying (2:1) sheaves	Yearly	9	Safety features, indicators and light globes operable, pit free of debris, no evident damage
Lifts & Platforms	Pit	Emergency ladder	Yearly	9	Safety features, indicators and light globes operable, pit free of debris, no evident damage
Lifts & Platforms	Pit	Pump	Yearly	9	Safety features, indicators and light globes operable, pit free of debris, no evident damage
Lifts & Platforms	Pit	Pump	Yearly	9	Safety features, indicators and light globes operable, pit free of debris, no evident damage
Lifts & Platforms	Pit	Waterproofing	Yearly	9	Safety features, indicators and light globes operable, pit free of debris, no evident damage
Lifts & Platforms	Registration	TBA	Yearly	9	Safety features, indicators and light globes operable, pit free of debris, no evident damage
Lifts & Platforms	Stage Lifts		Yearly	9	Safety features, indicators and light globes operable, pit free of debris, no evident damage
Lifts & Platforms	Stair Lifts		Yearly	9	Safety features, indicators and light globes operable, pit free of debris, no evident damage
Hydraulic Systems	Pipe Reticulation	Backflow prevention device	Yearly	10	Free from foreign matter, no loose or missing mortar, no cracks or displaced items
Hydraulic Systems	Pipe Reticulation	Water meter	Yearly	10	Free from leaks, corrosion, rust and no evident damage.
Hydraulic Systems	Pipe Reticulation	Thermostatic Mixing Valve	Yearly	10	Free from leaks, corrosion, rust and no evident damage.
Gas Service	Fittings	Meter	Yearly	10	Free from corrosion, cracks, visible blockages, lids misplaced or damaged and any evident damage.
Hydraulic Systems	Pump (excluding Motors)	Centrifugal	Yearly	11	Free from foreign matter, rust or corrosion, leaks. Free from excessive noise and vibration. No exposure or access to moving components. No loose or missing fixings or fasteners. No evident damage.
Hydraulic Systems	Pump (excluding Motors)	Piston	Yearly	11	Free from foreign matter, rust or corrosion, leaks. Free from excessive noise and vibration. No exposure or access to moving components. No loose or missing fixings or fasteners. No evident damage.
Hydraulic Systems	Pumping Stations	Cables / wiring	Yearly	11	Free from foreign matter, rust or corrosion, leaks. Free from excessive noise and vibration. No exposure or access to moving components. No loose or missing fixings or fasteners. No evident damage.
Hydraulic Systems	Pumping Stations	Contacts	Yearly	11	Free from foreign matter, rust or corrosion, leaks. Free from excessive noise and vibration. No exposure or access to moving components. No loose or missing fixings or fasteners. No evident damage.
Hydraulic Systems	Pumping Stations	Control	Yearly	11	Free from foreign matter, rust or corrosion, leaks. Free from excessive noise and vibration. No exposure or access to moving components. No loose or missing fixings or fasteners. No evident damage.
Hydraulic Systems	Pumping Stations	Enclosure/Kiosk (Switch Board)	Yearly	11	Free from foreign matter, rust or corrosion, leaks. Free from excessive noise and vibration. No exposure or access to moving components. No loose or missing fixings or fasteners. No evident damage.
Hydraulic Systems	Pumping Stations	Float switch	Yearly	11	Free from foreign matter, rust or corrosion, leaks. Free from excessive noise and vibration. No exposure or access to moving components. No loose or missing fixings or fasteners. No evident damage.

Hydraulic Systems	Pumping Stations	Fuses	Yearly	11	Free from foreign matter, rust or corrosion, leaks. Free from excessive noise and vibration. No exposure or access to moving components. No loose or missing fixings or fasteners. No evident damage.
Hydraulic Systems	Pumping Stations	Indicator panel	Yearly	11	Free from foreign matter, rust or corrosion, leaks. Free from excessive noise and vibration. No exposure or access to moving components. No loose or missing fixings or fasteners. No evident damage.
Hydraulic Systems	Pumping Stations	Level sensors	Yearly	11	Free from foreign matter, rust or corrosion, leaks. Free from excessive noise and vibration. No exposure or access to moving components. No loose or missing fixings or fasteners. No evident damage.
Hydraulic Systems	Pumping Stations	Macerator	Yearly	11	Free from foreign matter, rust or corrosion, leaks. Free from excessive noise and vibration. No exposure or access to moving components. No loose or missing fixings or fasteners. No evident damage.
Hydraulic Systems	Pumping Stations	Overflow indicator	Yearly	11	Free from foreign matter, rust or corrosion, leaks. Free from excessive noise and vibration. No exposure or access to moving components. No loose or missing fixings or fasteners. No evident damage.
Hydraulic Systems	Pumping Stations	Pump	Yearly	11	Free from foreign matter, rust or corrosion, leaks. Free from excessive noise and vibration. No exposure or access to moving components. No loose or missing fixings or fasteners. No evident damage.
Hydraulic Systems	Pumping Stations	Pump Guide Bars	Yearly	11	Free from foreign matter, rust or corrosion, leaks. Free from excessive noise and vibration. No exposure or access to moving components. No loose or missing fixings or fasteners. No evident damage.
Hydraulic Systems	Pumping Stations	Pump Lifting chain	Yearly	11	Free from foreign matter, rust or corrosion, leaks. Free from excessive noise and vibration. No exposure or access to moving components. No loose or missing fixings or fasteners. No evident damage.
Hydraulic Systems	Pumping Stations	Pump Lifting gear	Yearly	11	Free from foreign matter, rust or corrosion, leaks. Free from excessive noise and vibration. No exposure or access to moving components. No loose or missing fixings or fasteners. No evident damage.
Hydraulic Systems	Pumping Stations	RCD	Yearly	11	Free from foreign matter, rust or corrosion, leaks. Free from excessive noise and vibration. No exposure or access to moving components. No loose or missing fixings or fasteners. No evident damage.
Hydraulic Systems	Pumping Stations	Reflux Valve	Yearly	11	Free from foreign matter, rust or corrosion, leaks. Free from excessive noise and vibration. No exposure or access to moving components. No loose or missing fixings or fasteners. No evident damage.
Hydraulic Systems	Pumping Stations	Relays	Yearly	11	Free from foreign matter, rust or corrosion, leaks. Free from excessive noise and vibration. No exposure or access to moving components. No loose or missing fixings or fasteners. No evident damage.
Hydraulic Systems	Pumping Stations	Signage	Yearly	11	Free from foreign matter, rust or corrosion, leaks. Free from excessive noise and vibration. No exposure or access to moving components. No loose or missing fixings or fasteners. No evident damage.
Hydraulic Systems	Pumping Stations	Switch gear	Bi-Annual	11	Free from foreign matter, rust or corrosion, leaks. Free from excessive noise and vibration. No exposure or access to moving components. No loose or missing fixings or fasteners. No evident damage.
Hydraulic Systems	Pumping Stations	Wet Well	Yearly	11	Free from foreign matter, rust or corrosion, leaks. Free from excessive noise and vibration. No exposure or access to moving components. No loose or missing fixings or fasteners. No evident damage.
Hydraulic Systems	Pumping Stations	Wet Well	Yearly	11	Free from foreign matter, rust or corrosion, leaks. Free from excessive noise and vibration. No exposure or access to moving components. No loose or missing fixings or fasteners. No evident damage.
Hydraulic Systems	Pumping Stations	Wet Well	Yearly	11	Free from foreign matter, rust or corrosion, leaks. Free from excessive noise and vibration. No exposure or access to moving components. No loose or missing fixings or fasteners. No evident damage.
Hydraulic Systems	Traps & Separators	Grease arrestor	Quarterly	12	Free from foreign matter, check adherence to substrate and no evident damage
Hydraulic Systems	Traps & Separators	Plaster/Clay arrestor	Quarterly	12	Free from foreign matter, no cracking, discolouration, visible movement or reinforcement
Gas Service	Heaters	Adjusters	Yearly	13	Free from gas leaks, rust, corrosion, rot, cracks, debris and no evident damage
Gas Service	Heaters	Adjusters	Yearly	13	Free from gas leaks, rust, corrosion, rot, cracks, debris and no evident damage
Gas Service	Heaters	Adjusters	Yearly	13	Free from gas leaks, rust, corrosion, rot, cracks, debris and no evident damage
Gas Service	Heaters	Adjusters	Yearly	13	Free from gas leaks, rust, corrosion, rot, cracks, debris and no evident damage
Gas Service	Heaters	Switch	Yearly	13	Free from gas leaks, rust, corrosion, rot, cracks, debris and no evident damage
Gas Service	Heaters	Switch	Yearly	13	Free from gas leaks, rust, corrosion, rot, cracks, debris and no evident damage
Gas Service	Heaters	Valves	Yearly	13	Free from gas leaks, rust, corrosion, rot, cracks, debris and no evident damage
Gas Service	Heaters	Valves	Yearly	13	Free from gas leaks, rust, corrosion, rot, cracks, debris and no evident damage

Mechanical services	Extraction System	Fume Filter	Bi-Annual	15	Free from noisy, loose or vibrating components, ductwork airtight and free from leaks, fully operational, adequate for current use, no damage to switching or control equipment, no loose, worn or missing mountings, grilles not loose or missing and free from damage, belts and pulleys not worn, free from corrosion or rust, no
Mechanical services	Extraction System	Hoods	Bi-Annual	15	Free from noisy, loose or vibrating components, ductwork airtight and free from leaks, fully operational, adequate for current use, no damage to switching or control equipment, no loose, worn or missing mountings, grilles not loose or missing and free from damage, belts and pulleys not worn, free from corrosion or rust, no
Mechanical services	Extraction System	Hoppers	Bi-Annual	15	Free from noisy, loose or vibrating components, ductwork airtight and free from leaks, fully operational, adequate for current use, no damage to switching or control equipment, no loose, worn or missing mountings, grilles not loose or missing and free from damage, belts and pulleys not worn, free from corrosion or rust, no
Mechanical services	Extraction System	Screening fine dust	Bi-Annual	15	Free from noisy, loose or vibrating components, ductwork airtight and free from leaks, fully operational, adequate for current use, no damage to switching or control equipment, no loose, worn or missing mountings, grilles not loose or missing and free from damage, belts and pulleys not worn, free from corrosion or rust, no
Mechanical services	Fresh air system	Dampers	Bi-Annual	15	Free from noisy, loose or vibrating components, ductwork airtight and free from leaks, fully operational, adequate for current use, no damage to switching or control equipment, no loose, worn or missing mountings, grilles not loose or missing and free from damage, belts and pulleys not worn, free from corrosion or rust, no
Mechanical services	Fresh air system	Ductwork	Bi-Annual	15	Free from noisy, loose or vibrating components, ductwork airtight and free from leaks, fully operational, adequate for current use, no damage to switching or control equipment, no loose, worn or missing mountings, grilles not loose or missing and free from damage, belts and pulleys not worn, free from corrosion or rust, no
Mechanical services	Fresh air system	Fans	Bi-Annual	15	Free from noisy, loose or vibrating components, ductwork airtight and free from leaks, fully operational, adequate for current use, no damage to switching or control equipment, no loose, worn or missing mountings, grilles not loose or missing and free from damage, belts and pulleys not worn, free from corrosion or rust, no
Mechanical services	Fresh air system	Filters	Bi-Annual	15	Free from noisy, loose or vibrating components, ductwork airtight and free from leaks, fully operational, adequate for current use, no damage to switching or control equipment, no loose, worn or missing mountings, grilles not loose or missing and free from damage, belts and pulleys not worn, free from corrosion or rust, no
Doors (including fire doors)	Fire Door	Kinetic Counterweight	Quarterly	16	Free from leaks, rust and corrosion, debris, dust and foreign objects. No evident damage.
Doors (including fire doors)	Fire Door	Solid core - double	Quarterly	16	Free from leaks, rust and corrosion, debris, dust and foreign objects. No evident damage.
Doors (including fire doors)	Fire Door	Solid core - double	Quarterly	16	Free from leaks, rust and corrosion, debris, dust and foreign objects. No evident damage.
Doors (including fire doors)	Fire Door	Solid core - double	Quarterly	16	Free from leaks, rust and corrosion, debris, dust and foreign objects. No evident damage.
Doors (including fire doors)	Fire Door	Solid core - double	Quarterly	16	Free from leaks, rust and corrosion, debris, dust and foreign objects. No evident damage.
Doors (including fire doors)	Fire Door	Solid core - double	Quarterly	16	Free from leaks, rust and corrosion, debris, dust and foreign objects. No evident damage.
Doors (including fire doors)	Fire Door	Solid core - single	Quarterly	16	Free from leaks, rust and corrosion, debris, dust and foreign objects. No evident damage.
Doors (including fire doors)	Fire Door	Solid core - single	Quarterly	16	Free from leaks, rust and corrosion, debris, dust and foreign objects. No evident damage.
Doors (including fire doors)	Fire Door	Solid core - single	Quarterly	16	Free from leaks, rust and corrosion, debris, dust and foreign objects. No evident damage.
Doors (including fire doors)	Fire Door	Solid core - single	Quarterly	16	Free from leaks, rust and corrosion, debris, dust and foreign objects. No evident damage.
Doors (including fire doors)	Fire Door	Fire Shutters	Quarterly	16	Free from leaks, rust and corrosion, debris, dust and foreign objects. No evident damage.
Doors (including fire doors)	Hardware	Closer	Bi-Annual	16	Free from leaks, rust and corrosion, debris, dust and foreign objects. No evident damage.
Doors (including fire doors)	Hardware	Damper - Fire rated	Yearly	16	Free from leaks, rust and corrosion, debris, dust and foreign objects. No evident damage.
Fire Protection	Alarm system	Alarm signal monitoring	Monthly	16	Free from leaks, rust and corrosion, debris, dust and foreign objects. No evident damage.
Fire Protection	Alarm system	Aerosol fire extinguishing agent	Monthly	16	Free from leaks, rust and corrosion, debris, dust and foreign objects. No evident damage.
Fire Protection	Alarm system	Emergency warning and intercommunication systems	Monthly	16	Free from leaks, rust and corrosion, debris, dust and foreign objects. No evident damage.
Fire Protection	Alarm system	Emergency warning and intercommunication systems	Monthly	16	Free from leaks, rust and corrosion, debris, dust and foreign objects. No evident damage.
Fire Protection	Alarm system	Emergency warning and intercommunication systems	Yearly	16	Free from leaks, rust and corrosion, debris, dust and foreign objects. No evident damage.
Fire Protection	Alarm system	Emergency warning and intercommunication systems	Yearly	16	Free from leaks, rust and corrosion, debris, dust and foreign objects. No evident damage.
Fire Protection	Alarm system	Fire Detection Control and Indicating Equipment (FDCIE)	Monthly	16	Free from leaks, rust and corrosion, debris, dust and foreign objects. No evident damage.

Fire Protection	Sprinkler system	Automatic fire suppression system	Bi-Annual	16	Free from leaks, rust and corrosion, debris, dust and foreign objects. No evident damage.
Fire Protection	Sprinkler system	Automatic fire suppression system	Monthly	16	Free from leaks, rust and corrosion, debris, dust and foreign objects. No evident damage.
Fire Protection	Sprinkler system	Wall wetting & drencher systems	Yearly	16	Free from leaks, rust and corrosion, debris, dust and foreign objects. No evident damage.
Fire Protection	Sprinkler system	Wall wetting & drencher systems	Yearly	16	Free from leaks, rust and corrosion, debris, dust and foreign objects. No evident damage.
Fire Protection	Sprinkler system	Wall wetting & drencher systems	Yearly	16	Free from leaks, rust and corrosion, debris, dust and foreign objects. No evident damage.
Fire Protection	Sprinkler system	Wall wetting & drencher systems	Yearly	16	Free from leaks, rust and corrosion, debris, dust and foreign objects. No evident damage.
Fire Protection	Sprinkler system	Wall wetting & drencher systems	Bi-Annual	16	Free from leaks, rust and corrosion, debris, dust and foreign objects. No evident damage.
Fire Protection	Sprinkler system	Wall wetting & drencher systems	Bi-Annual	16	Free from leaks, rust and corrosion, debris, dust and foreign objects. No evident damage.
Fire Protection	Sprinkler system	Wall wetting & drencher systems	Yearly	16	Free from leaks, rust and corrosion, debris, dust and foreign objects. No evident damage.
Fire Protection	Sprinkler system	Wall wetting & drencher systems	Yearly	16	Free from leaks, rust and corrosion, debris, dust and foreign objects. No evident damage.
Fire Protection	Sprinkler system	Wall wetting & drencher systems	Yearly	16	Free from leaks, rust and corrosion, debris, dust and foreign objects. No evident damage.
Fire Protection	Sprinkler system	Wall wetting & drencher systems	Yearly	16	Free from leaks, rust and corrosion, debris, dust and foreign objects. No evident damage.
Fire Protection	Sprinkler system	Wall wetting & drencher systems	Yearly	16	Free from leaks, rust and corrosion, debris, dust and foreign objects. No evident damage.
Fire Protection	Sprinkler system	Wall wetting & drencher systems	Bi-Annual	16	Free from leaks, rust and corrosion, debris, dust and foreign objects. No evident damage.
Fire Protection	Sprinkler system	Wall wetting & drencher systems	Bi-Annual	16	Free from leaks, rust and corrosion, debris, dust and foreign objects. No evident damage.
Fire Protection	Stair pressurisation system		Quarterly	16	Free from leaks, rust and corrosion, debris, dust and foreign objects. No evident damage.
Doors (including fire doors)	Hardware	Door leaf closer	Bi-Annual	16	Free of debris and dust and no evident damage.
Doors (including fire doors)	Hardware	Door leaf sequencer	Bi-Annual	16	Free of debris and dust and no evident damage.
Doors (including fire doors)	Hardware	Electromagnetic door holder	Yearly	16	Free of debris and dust and no evident damage.
Doors (including fire doors)	Hardware	Electrical - push pad/switch	Yearly	16	Free of debris and dust and no evident damage.
Doors (including fire doors)	Hardware	Hinges	Yearly	16	Free of debris and dust and no evident damage.
Doors (including fire doors)	Hardware	Motor	Yearly	16	Free of debris and dust and no evident damage.
Doors (including fire doors)	Hardware	Opener (handles)	Yearly	16	Free of debris and dust and no evident damage.
Doors (including fire doors)	Hardware	Panic bar	Yearly	16	Free of debris and dust and no evident damage.
Doors (including fire doors)	Hardware	Pulley	Yearly	16	Free of debris and dust and no evident damage.
Doors (including fire doors)	Hardware	Seals	Bi-Annual	16	Free of debris and dust and no evident damage.
Doors (including fire doors)	Hardware	Seals	Yearly	16	Free of debris and dust and no evident damage.
Doors (including fire doors)	Hardware	Seals	Yearly	16	Free of debris and dust and no evident damage.
Doors (including fire doors)	Hardware	Sensor	Yearly	16	Free of debris and dust and no evident damage.
Doors (including fire doors)	Hardware	Top track roller & brackets	Yearly	16	Free of debris and dust and no evident damage.
Doors (including fire doors)	Hardware	Top track roller & brackets	Yearly	16	Free of debris and dust and no evident damage.
Doors (including fire doors)	Hardware	Weather bar deflector	Yearly	16	Free of debris and dust and no evident damage.
Hydraulic Systems	Fitments	Shower	Yearly	17	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Hydraulic Systems	Fitments	Shower	Yearly	17	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage

Fitments	Hydrotherapy	Chlorinator	Yearly	18	No corrosion, rusting, missing grout, cracks, misplaced, loose or damaged fitments, No leaks or defects. Correct levels of chlorine, pH, temperature and water level. No evident damage.
Fitments	Hydrotherapy	Filter	Yearly	18	No corrosion, rusting, missing grout, cracks, misplaced, loose or damaged fitments, No leaks or defects. Correct levels of chlorine, pH, temperature and water level. No evident damage.
Fitments	Hydrotherapy	Pipework	Yearly	18	No corrosion, rusting, missing grout, cracks, misplaced, loose or damaged fitments, No leaks or defects. Correct levels of chlorine, pH, temperature and water level. No evident damage.
Fitments	Hydrotherapy	Pool	Yearly	18	No corrosion, rusting, missing grout, cracks, misplaced, loose or damaged fitments, No leaks or defects. Correct levels of chlorine, pH, temperature and water level. No evident damage.
Fitments	Hydrotherapy	Spa	Yearly	18	No corrosion, rusting, missing grout, cracks, misplaced, loose or damaged fitments, No leaks or defects. Correct levels of chlorine, pH, temperature and water level. No evident damage.
Fitments	Hydrotherapy	Chlorinator	Yearly	18	No corrosion, rusting, missing grout, cracks, misplaced, loose or damaged fitments, No leaks or defects. Correct levels of chlorine, pH, temperature and water level. No evident damage.
Roof and Roof Structures	Barge	Sheet metal	Yearly	19	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Roof and Roof Structures	Roof Tile	Ridge Capping	Yearly	19	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Roof and Roof Structures	Roof Tile	Tile	Yearly	19	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Roof and Roof Structures	Roof Tile	Tile	Yearly	19	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Roof and Roof Structures	Roof Tile	Tile	Yearly	19	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Roof and Roof Structures	Roof Tile	Tile	Yearly	19	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Roof and Roof Structures	Roof Tile	Verge Capping	Yearly	19	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Roof and Roof Structures	Sheeting	Flashing	Yearly	19	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Roof and Roof Structures	Sheeting	Flashing	Yearly	19	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Roof and Roof Structures	Sheeting	Flashing	Yearly	19	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Roof and Roof Structures	Sheeting	Flashing	Yearly	19	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage

Roof and Roof Structures	Stormwater	Gutter	Bi-Annual	19	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Roof and Roof Structures	Stormwater	Gutter	Bi-Annual	19	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Roof and Roof Structures	Stormwater	Gutter	Bi-Annual	19	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Roof and Roof Structures	Stormwater	Gutter	Bi-Annual	19	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Roof and Roof Structures	Stormwater	Rain Head	Bi-Annual	19	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Roof and Roof Structures	Stormwater	Rain Head	Bi-Annual	19	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Roof and Roof Structures	Stormwater	Rain Head	Bi-Annual	19	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Roof and Roof Structures	Stormwater	Rain Head	Bi-Annual	19	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Roof and Roof Structures	Ventilator	Whirly Bird/Rotating Cowl	Bi-Annual	19	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Roof and Roof Structures	Waterproofing	Membrane	Yearly	19	Free from foreign matter, no evidence of blistering or cracks, no signs of leaks/water penetration
Roof and Roof Structures	Waterproofing	Membrane	Yearly	19	Free from foreign matter, no evidence of blistering or cracks, no signs of leaks/water penetration
Roof and Roof Structures	Waterproofing	Membrane	Yearly	19	Free from foreign matter, no evidence of blistering or cracks, no signs of leaks/water penetration
Stormwater	Closed/Charged system	Tanks	Yearly	19	Free from rot, splits, cracks, rust, corrosion, termite activity, and no evident damage. Correct loading rating
Stormwater	Inlet/Outlet	Surface Channel/Strip Drain	Bi-Annual	19	Free from leaks, corrosion, cracks, visible blockage and any evident damage.
Stormwater	Inlet/Outlet	Surface Channel/Strip Drain	Bi-Annual	19	Free from leaks, corrosion, cracks, visible blockage and any evident damage.
Stormwater	Pits	Concrete	Yearly	19	Free from leaks, cracking, visible blockage, and any evident damage
Stormwater	Pits	Pit Lids	Yearly	19	Free from corrosion, cracks, visible blockages, lids misplaced or damaged and any evident damage.
Stormwater	Pits	Pit Lids	Yearly	19	Free from corrosion, cracks, visible blockages, lids misplaced or damaged and any evident damage.
Stormwater	Pits	Pit Riser	Yearly	19	Free from corrosion, cracks, visible blockages, lids misplaced or damaged and any evident damage.

Stormwater	Pits	Plastic	Yearly	19	Free from cracks, dents, holes and discolouration
Stormwater	Pits	PVC	Yearly	19	Free from corrosion, cracks, visible blockages, lids misplaced or damaged and any evident damage.
Stormwater	Stormwater Pipe	PVC	Yearly	19	Free from corrosion, cracks, visible blockages, lids misplaced or damaged and any evident damage.
External Movement Areas and Grounds Maintenance	Pavement	Artificial Turf	Yearly	20	Free from splits, cuts, rips, bubbles, no evident damage and adequate drainage
External Movement Areas and Grounds Maintenance	Softfall	Rubberised	Yearly	20	Free from splits, cuts, rips, bubbles, no evident damage and adequate drainage
External Movement Areas and Grounds Maintenance	Softfall	Sand	Yearly	20	Required depth of sand as per EFSG, AS and free of debris
External Movement Areas and Grounds Maintenance	Softfall	Sandpit	Yearly	20	Required depth of sand as per EFSG, AS and free of debris
External Movement Areas and Grounds Maintenance	Softfall	Woodchip	Yearly	20	As per AS, minimum 300mm depth, free of debris.
External Movement Areas and Grounds Maintenance	Sports Court & Equipment	Sports Court	Yearly	20	Free from splits, cuts, rips, bubbles, no evident damage and adequate drainage
External Movement Areas and Grounds Maintenance	Sports Court & Equipment	Sports Field	Yearly	20	Free from splits, cuts, rips, bubbles, no evident damage and adequate drainage
External Movement Areas and Grounds Maintenance	Landscaping	Tree	Yearly	21	Low to no risk of imminent failure due to dead tree or branches, cracking, weak branch unions, decay, root problems, poor architecture, cankers
External Movement Areas and Grounds Maintenance	Landscaping	Geofabric	Yearly	22	Check rips, tears, torn, displaced and no evident damage.
External Movement Areas and Grounds Maintenance	Landscaping	Garden Bed	Yearly	22	Check soil, weeding, mulching, no rubbish.
External Movement Areas and Grounds Maintenance	Landscaping	Grass	Yearly	22	Check sporting field surface condition, grass 50mm Buffalo Kikuyu and 30mm Couch, inspect for weeds, trip hazard and holes.
External Movement Areas and Grounds Maintenance	Landscaping	Mulch	Yearly	22	Check mulch depth 100mm for garden beds and trees with no contact with collar tree.
External Movement Areas and Grounds Maintenance	Landscaping	Top Soil	Yearly	22	Check as per AS, check ground surface, trip hazards.
External Movement Areas and Grounds Maintenance	Pavement	Tactiles	Yearly	22	As per AS, no evident damage or erosion, correct soil depth.
External Movement Areas and Grounds Maintenance	Pavement	Tactiles	Yearly	22	As per AS, no evident damage or erosion, correct soil depth.
External Movement Areas and Grounds Maintenance	Sports Court & Equipment	Sports Court	Yearly	22	As per AS and EFSG, fixtures, anchor points, ropes, rope fastenings and no evident damage.
External Movement Areas and Grounds Maintenance	Sports Court & Equipment	Sports Field	Yearly	22	Free from deterioration, erosion and holes, has required coverage

Electrical System (installation)	Solar Systems	Hydropanels	Yearly	23	Free from foreign matter, no rust or corrosion, no loose or missing fixings or fasteners, no evident damage
Electrical System (installation)	Solar Systems	Inverter	Yearly	23	Free from foreign matter, no rust or corrosion, no loose or missing fixings or fasteners, no evident damage
Electrical System (installation)	Solar Systems	Isolators	Yearly	23	Free from foreign matter, no rust or corrosion, no loose or missing fixings or fasteners, no evident damage
Electrical System (installation)	Solar Systems	Panels	Yearly	23	Free from foreign matter, no rust or corrosion, no loose or missing fixings or fasteners, no evident damage
Electrical System (installation)	Solar Systems	Panels	Yearly	23	Free from foreign matter, no rust or corrosion, no loose or missing fixings or fasteners, no evident damage
Pest Management	Floor	Sprays ??	Yearly	24	Free from foreign matter and debris. No loose, missing or damaged proofing components.
Pest Management	Footings	Ant caps	Yearly	24	Free from foreign matter and debris. No loose, missing or damaged proofing components.
Pest Management	Footings	Wire Mesh	Yearly	24	Free from foreign matter and debris. No loose, missing or damaged proofing components.
Pest Management	Footings	Termite Control System - Baits	Yearly	24	Free from foreign matter and debris. No loose, missing or damaged proofing components.
Pest Management	Footings	Termite Control System - Liquid Termiticide	Yearly	24	Free from foreign matter and debris. No loose, missing or damaged proofing components.
Pest Management	Grounds	Rodent Control System - Baits	Yearly	24	Free from foreign matter and debris. No loose, missing or damaged proofing components.
Pest Management	Grounds	Termite Control System - Baits	Yearly	24	Free from foreign matter and debris. No loose, missing or damaged proofing components.
Pest Management	Grounds	Bird Roosting Deterrents	Yearly	24	Free from foreign matter and debris. No loose, missing or damaged proofing components.
Pest Management	Roof	Wire Mesh	Yearly	24	Free from foreign matter and debris. No loose, missing or damaged proofing components.
Pest Management	Roof	Bird Roosting Deterrents	Yearly	24	Free from foreign matter and debris. No loose, missing or damaged proofing components.
Pest Management	Walls	Ant caps	Yearly	24	Free from foreign matter and debris. No loose, missing or damaged proofing components.
Pest Management	Walls	Termite Control System - Baits	Yearly	24	Free from foreign matter and debris. No loose, missing or damaged proofing components.
Security Systems & CCTV	Access Systems	Turnstiles	Yearly	25	Check as per AS, free of debris and dust, electrical connections and no evident damage.
Security Systems & CCTV	Access Controls	Access Controlled Door	Yearly	25	Fully operational as per manufacturer's specification, free from debris and dust, no missing or loose parts, no unsafe or damaged wiring, no evident damage
Security Systems & CCTV	Access Controls	Batteries & Power Supplies	Yearly	25	Fully operational as per manufacturer's specification, free from debris and dust, no missing or loose parts, no unsafe or damaged wiring, no evident damage
Security Systems & CCTV	Access Controls	Door Controllers	Yearly	25	Fully operational as per manufacturer's specification, free from debris and dust, no missing or loose parts, no unsafe or damaged wiring, no evident damage
Security Systems & CCTV	Access Controls	Door/Gate Reed Switches	Yearly	25	Fully operational as per manufacturer's specification, free from debris and dust, no missing or loose parts, no unsafe or damaged wiring, no evident damage

Security Systems & CCTV	CCTV	Camera	Yearly	25	Fully operational as per manufacturer's specification, free from debris and dust, no missing or loose parts, no unsafe or damaged wiring, no evident damage
Security Systems & CCTV	CCTV	Camera	Yearly	25	Fully operational as per manufacturer's specification, free from debris and dust, no missing or loose parts, no unsafe or damaged wiring, no evident damage
Security Systems & CCTV	CCTV	Entry	Yearly	25	Fully operational as per manufacturer's specification, free from debris and dust, no missing or loose parts, no unsafe or damaged wiring, no evident damage
Security Systems & CCTV	CCTV	Main display	Yearly	25	Fully operational as per manufacturer's specification, free from debris and dust, no missing or loose parts, no unsafe or damaged wiring, no evident damage
Security Systems & CCTV	CCTV	Sick Bay - NVR (non video recording)	Yearly	25	Fully operational as per manufacturer's specification, free from debris and dust, no missing or loose parts, no unsafe or damaged wiring, no evident damage
Fitments	Machinery	Tractor	Yearly	26	Mandatory safety items operable, nil defects
Fitments	Comercial Kitchen Equipment	Cooktop	Yearly	27	Free from dents, holes, scratches, deterioration and vandalism, leaks, corrosion and rust. Electrical connections free from damage.
Fitments	Comercial Kitchen Equipment	Cooktop	Yearly	27	Free from dents, holes, scratches, deterioration and vandalism, leaks, corrosion and rust. Electrical connections free from damage.
Fitments	Comercial Kitchen Equipment	Dishwasher	Yearly	27	Free from dents, holes, scratches, deterioration and vandalism, leaks, corrosion and rust. Electrical connections free from damage.
Fitments	Comercial Kitchen Equipment	Oven	Yearly	27	Free from dents, holes, scratches, deterioration and vandalism, leaks, corrosion and rust. Electrical connections free from damage.
Fitments	Comercial Kitchen Equipment	Oven	Yearly	27	Free from dents, holes, scratches, deterioration and vandalism, leaks, corrosion and rust. Electrical connections free from damage.
Fitments	Comercial Kitchen Equipment	Rangehood/Exhaust	Yearly	27	Free from dents, holes, scratches, deterioration and vandalism, leaks, corrosion and rust. Electrical connections free from damage.
Roof and Roof Structures	Barge	FC Sheet	N/A	N/A	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Roof and Roof Structures	Barge	FC Sheet	N/A	N/A	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Roof and Roof Structures	Barge	FC Sheet	N/A	N/A	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Roof and Roof Structures	Barge	Sandwich Panel	N/A	N/A	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Roof and Roof Structures	Barge	Timber	N/A	N/A	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Roof and Roof Structures	Barge	Timber	N/A	N/A	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Roof and Roof Structures	Barge	Timber	N/A	N/A	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Roof and Roof Structures	Decorative items	Framing	N/A	N/A	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Roof and Roof Structures	Decorative items	Framing	N/A	N/A	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Roof and Roof Structures	Decorative items	Framing	N/A	N/A	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Roof and Roof Structures	Decorative items	Trim moulding	N/A	N/A	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage

Walls and Wall Linings	Screen	Fibre Glass	N/A	N/A	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Walls and Wall Linings	Screen	Panel - Decorative	N/A	N/A	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Walls and Wall Linings	Screen	Weatherboard	N/A	N/A	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Walls and Wall Linings	Screen	Weatherboard	N/A	N/A	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Walls and Wall Linings	Shower Partition	Glass	N/A	N/A	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Walls and Wall Linings	Shower Partition	Glass	N/A	N/A	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Walls and Wall Linings	Shower Partition	Glass	N/A	N/A	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Walls and Wall Linings	Shower Partition	Pedestal	N/A	N/A	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Walls and Wall Linings	Shower Partition	Pedestal	N/A	N/A	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Walls and Wall Linings	Shower Partition	Pedestal	N/A	N/A	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Walls and Wall Linings	Structure	Movement Joints	N/A	N/A	Free from foreign matter, adherence to substrate and no evident damage
Walls and Wall Linings	Structure	Movement Joints	N/A	N/A	Free from foreign matter, adherence to substrate and no evident damage
Walls and Wall Linings	Structure	Concrete	N/A	N/A	Free from foreign matter, no cracking, discolouration, visible movement or reinforcement
Walls and Wall Linings	Structure	Concrete	N/A	N/A	Free from foreign matter, no cracking, discolouration, visible movement or reinforcement
Walls and Wall Linings	Structure	Concrete	N/A	N/A	Free from foreign matter, no cracking, discolouration, visible movement or reinforcement
Walls and Wall Linings	Structure	Damp Proof	N/A	N/A	Free from discolouration and build up
Walls and Wall Linings	Structure	Steel	N/A	N/A	Fixings and weld free from rust, corrosion
Walls and Wall Linings	Structure	Timber	N/A	N/A	Free from deterioration, rot, pest infestation, distortion
Walls and Wall Linings	Toilet Partition	Acrylic	N/A	N/A	No evidence of damage, rot or corrosion, securely fitted
Walls and Wall Linings	Toilet Partition	Laminate Board	N/A	N/A	No evidence of damage, securely fitted
Walls and Wall Linings	Toilet Partition	Terrazzo	N/A	N/A	No evidence of damage, securely fitted
Floors	Finishes & Coverings	Carpet	N/A	N/A	Free from moisture, rot, mould, decay, bare patches, sagging
Floors	Finishes & Coverings	Carpet	N/A	N/A	Free from moisture, rot, mould, decay, bare patches, sagging
Floors	Finishes & Coverings	Carpet	N/A	N/A	Free from moisture, rot, mould, decay, bare patches, sagging
Floors	Finishes & Coverings	Carpet	N/A	N/A	Free from moisture, rot, mould, decay, bare patches, sagging
Floors	Finishes & Coverings	Checker Plate	N/A	N/A	Free from salt build up, oxidization, corrosion, warping and no evident damage.
Floors	Finishes & Coverings	Checker Plate	N/A	N/A	Check durability, salt build up, fixtures oxidization, corrosion, warping and no evident damage.
Floors	Finishes & Coverings	Concrete	N/A	N/A	Check durability, salt build up, fixtures oxidization, corrosion, cracking and no evident damage.
Floors	Finishes & Coverings	Deck	N/A	N/A	Free from lifting, rot, decay, mould, fitments secure and no rust or corrosion, nil evident damage
Floors	Finishes & Coverings	Deck	N/A	N/A	Free from lifting, rot, decay, mould, fitments secure and no rust or corrosion, nil evident damage
Floors	Finishes & Coverings	Deck	N/A	N/A	Free from lifting, rot, decay, mould, fitments secure and no rust or corrosion, nil evident damage
Floors	Finishes & Coverings	Expanded Mesh	N/A	N/A	Free from lifting, rot, decay, mould, fitments secure and no rust or corrosion, nil evident damage
Floors	Finishes & Coverings	Expanded Mesh	N/A	N/A	Free from lifting, rot, decay, mould, fitments secure and no rust or corrosion, nil evident damage
Floors	Finishes & Coverings	Floor Board	N/A	N/A	Free from lifting, rot, decay, mould, fitments secure and no rust or corrosion, nil evident damage
Floors	Finishes & Coverings	Floor Board	N/A	N/A	Free from lifting, rot, decay, mould, fitments secure and no rust or corrosion, nil evident damage
Floors	Finishes & Coverings	Floor Board	N/A	N/A	Free from lifting, rot, decay, mould, fitments secure and no rust or corrosion, nil evident damage
Floors	Finishes & Coverings	Floor Board	N/A	N/A	Free from lifting, rot, decay, mould, fitments secure and no rust or corrosion, nil evident damage
Floors	Finishes & Coverings	Floor Board	N/A	N/A	Free from lifting, rot, decay, mould, fitments secure and no rust or corrosion, nil evident damage
Floors	Finishes & Coverings	Rubber	N/A	N/A	Free from splits, cuts, rips, bubbles, adequate drainage where required and no evident damage
Floors	Finishes & Coverings	Softfall	N/A	N/A	Free from splits, cuts, rips, bubbles, adequate drainage where required and no evident damage
Floors	Finishes & Coverings	Tile	N/A	N/A	Free from cracks, movement and no evident damage
Floors	Finishes & Coverings	Tile	N/A	N/A	Free from cracks, movement and no evident damage
Floors	Finishes & Coverings	Tile	N/A	N/A	Free from cracks, movement and no evident damage
Floors	Finishes & Coverings	Tile	N/A	N/A	Free from cracks, movement and no evident damage
Floors	Finishes & Coverings	Vinyl	N/A	N/A	Free from splits, rips, spots, discolouration, moisture, mould and decay
Floors	Finishes & Coverings	Vinyl	N/A	N/A	Free from splits, rips, spots, discolouration, moisture, mould and decay
Floors	Structure	Bearers	N/A	N/A	Free from rot, splits, cracks, rust, corrosion, required termite protection, loading rating and no evident damage.
Floors	Structure	Movement Joints	N/A	N/A	Free from rot, splits, cracks, rust, corrosion, required termite protection, loading rating and no evident damage.
Floors	Structure	Movement Joints	N/A	N/A	Free from rot, splits, cracks, rust, corrosion, required termite protection, loading rating and no evident damage.
Floors	Structure	Movement Joints	N/A	N/A	Free from rot, splits, cracks, rust, corrosion, required termite protection, loading rating and no evident damage.
Floors	Structure	Composite Board	N/A	N/A	Free from moisture, rot, mould, decay, cracking and no evident damage
Floors	Structure	Concrete	N/A	N/A	Free from cracking and movement, no evident damage
Floors	Structure	Concrete	N/A	N/A	Free from cracking and movement, no evident damage
Floors	Structure	Brick	N/A	N/A	Free from foreign matter, no loose or missing mortar, no cracks or displaced items

Accessibility	Balustrade	Balusters	N/A	N/A	Secure, free from rust and corrosion, protective coating in tact and no evident damage
Accessibility	Balustrade	Balusters	N/A	N/A	Secure, free from rust and corrosion, protective coating in tact and no evident damage
Accessibility	Balustrade	Balusters	N/A	N/A	Secure, free from rust and corrosion, protective coating in tact and no evident damage
Accessibility	Balustrade	Infil Panel	N/A	N/A	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Accessibility	Balustrade	Infil Panel	N/A	N/A	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Accessibility	Balustrade	Infil Panel	N/A	N/A	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Accessibility	Balustrade	Infil Panel	N/A	N/A	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Accessibility	Balustrade	Infil Panel	N/A	N/A	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Accessibility	Balustrade	Post	N/A	N/A	Secure, free from rust, corrosion, protective coating in tact and no evident damage.
Accessibility	Balustrade	Post	N/A	N/A	Secure, free from rust, corrosion, protective coating in tact and no evident damage.
Accessibility	Balustrade	Post	N/A	N/A	Secure, free from rust, corrosion, protective coating in tact and no evident damage.
Accessibility	Handrail	Steel	N/A	N/A	Secure, free from rust, corrosion, protective coating in tact and no evident damage.
Accessibility	Handrail	Aluminium	N/A	N/A	Secure, free from rust, corrosion, protective coating in tact and no evident damage.
Accessibility	Handrail	Timber	N/A	N/A	Secure, free from rust, corrosion, protective coating in tact and no evident damage.
Accessibility	Kickplate	Steel	N/A	N/A	Secure, free from rust, corrosion, protective coating in tact and no evident damage.
Accessibility	Kickplate	Timber	N/A	N/A	Secure, free from rust, corrosion, protective coating in tact and no evident damage.
Accessibility	Ladders	Steel	N/A	N/A	Free from splits, cracks, rust, corrosion, oxidisation and no evident damage.
Accessibility	Ladders	Aluminium	N/A	N/A	Free from splits, cracks, rust, corrosion, oxidisation and no evident damage.
Accessibility	Ladders	Fibreglass	N/A	N/A	Free from splits, cracks, rust, corrosion, oxidisation and no evident damage.
Accessibility	Ramp	Decking	N/A	N/A	Check joints, surface condition, no rot, fixtures and no evident damage
Accessibility	Ramp	Decking	N/A	N/A	Free from lifting, cracking, rot, decay, mould, fitments secure and no rust or corrosion, nil evident damage
Accessibility	Ramp	Structure	N/A	N/A	Free from lifting, rot, decay, mould, fitments secure and no rust or corrosion, nil evident damage
Accessibility	Ramp	Structure	N/A	N/A	Free from lifting, rot, decay, mould, fitments secure and no rust or corrosion, nil evident damage
Accessibility	Ramp	Structure	N/A	N/A	Free from lifting, rot, decay, mould, fitments secure and no rust or corrosion, nil evident damage
Accessibility	Staircase	Landing	N/A	N/A	Free from lifting, rot, decay, mould, fitments secure and no rust or corrosion, nil evident damage

Accessibility	Staircase	Landing	N/A	N/A	Free from lifting, cracking, rot, decay, mould, fitments secure and no rust or corrosion, nil evident damage
Accessibility	Staircase	Landing	N/A	N/A	Free from lifting, cracking, rot, decay, mould, fitments secure and no rust or corrosion, nil evident damage
Accessibility	Staircase	Landing	N/A	N/A	Free from lifting, cracking, rot, decay, mould, fitments secure and no rust or corrosion, nil evident damage
Accessibility	Staircase	Landing	N/A	N/A	Free from lifting, cracking, rot, decay, mould, fitments secure and no rust or corrosion, nil evident damage
Accessibility	Staircase	Nosing	N/A	N/A	Secure fixings, free from wear and no evident damage.
Accessibility	Staircase	Nosing	N/A	N/A	Secure fixings, free from wear and no evident damage.
Accessibility	Staircase	Nosing	N/A	N/A	Secure fixings, free from wear and no evident damage.
Accessibility	Staircase	Nosing	N/A	N/A	Secure fixings, free from wear and no evident damage.
Accessibility	Staircase	Structure	N/A	N/A	Free from corrosion, rust, debris and no evident damage
Accessibility	Staircase	Structure	N/A	N/A	Free from corrosion, rust, debris and no evident damage
Accessibility	Staircase	Structure	N/A	N/A	Free from corrosion, rust, debris and no evident damage
Accessibility	Staircase	Tread	N/A	N/A	Free from corrosion, rust, debris and no evident damage
Accessibility	Staircase	Tread	N/A	N/A	Free from corrosion, rust, debris and no evident damage
Accessibility	Staircase	Tread	N/A	N/A	Free from corrosion, rust, debris and no evident damage
Doors (including fire doors)	Frame	Jamb	N/A	N/A	Operable and secure, seals, strip intact, no evident damage
Doors (including fire doors)	Frame	Jamb	N/A	N/A	Operable and secure, seals, strip intact, no evident damage
Doors (including fire doors)	Frame	Jamb	N/A	N/A	Operable and secure, seals, strip intact, no evident damage
Doors (including fire doors)	Large Opening	Industrial	N/A	N/A	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Doors (including fire doors)	Large Opening	Roller Door (Shutter)	N/A	N/A	Operable, free from rot, decay, rust, corrosion, dents, holes, scratches and no evident damage.
Doors (including fire doors)	Large Opening	Roller Door (Shutter)	N/A	N/A	Operable, free from rot, decay, rust, corrosion, dents, holes, scratches and no evident damage.
Doors (including fire doors)	Large Opening	Roller Door (Shutter)	N/A	N/A	Operable, free from rot, decay, rust, corrosion, dents, holes, scratches and no evident damage.
Doors (including fire doors)	Large Opening	Roller Door (Shutter)	N/A	N/A	Operable, free from rot, decay, rust, corrosion, dents, holes, scratches and no evident damage.
Doors (including fire doors)	Large Opening	Solid core - double	N/A	N/A	Operable, free from rot, decay, rust, corrosion, dents, holes, scratches and no evident damage.
Doors (including fire doors)	Motorised	Glass / Glazed	N/A	N/A	Operable, free from rot, decay, rust, corrosion, dents, holes, scratches and no evident damage.
Doors (including fire doors)	Motorised	Roller	N/A	N/A	Operable, free from rot, decay, rust, corrosion, dents, holes, scratches and no evident damage.
Doors (including fire doors)	Motorised	Timber	N/A	N/A	Operable, free from rot, decay, rust, corrosion, dents, holes, scratches and no evident damage.
Doors (including fire doors)	Personnel	Single	N/A	N/A	Operable, free from rot, decay, rust, corrosion, dents, holes, scratches and no evident damage.
Doors (including fire doors)	Personnel	Single	N/A	N/A	Operable, free from rot, decay, rust, corrosion, dents, holes, scratches and no evident damage.
Doors (including fire doors)	Personnel	Single	N/A	N/A	Operable, free from rot, decay, rust, corrosion, dents, holes, scratches and no evident damage.
Doors (including fire doors)	Personnel	Single	N/A	N/A	Operable, free from rot, decay, rust, corrosion, dents, holes, scratches and no evident damage.
Doors (including fire doors)	Personnel	Louvre	N/A	N/A	Operable, free from rot, decay, rust, corrosion, dents, holes, scratches and no evident damage.
Doors (including fire doors)	Personnel	Mesh	N/A	N/A	Operable, free from rot, decay, rust, corrosion, dents, holes, scratches and no evident damage.
Doors (including fire doors)	Personnel	Security Mesh	N/A	N/A	Operable, free from rot, decay, rust, corrosion, dents, holes, scratches and no evident damage.
Doors (including fire doors)	Personnel	Security Mesh	N/A	N/A	Operable, free from rot, decay, rust, corrosion, dents, holes, scratches and no evident damage.
Doors (including fire doors)	Personnel	Solid core - single	N/A	N/A	Operable, free from rot, decay, rust, corrosion, dents, holes, scratches and no evident damage.
Doors (including fire doors)	Trims & Mouldings	Architrave	N/A	N/A	Free from rot, decay, rust, corrosion, dents, holes, scratches and no evident damage.
Doors (including fire doors)	Trims & Mouldings	Architrave	N/A	N/A	Free from rot, decay, rust, corrosion, dents, holes, scratches and no evident damage.
Doors (including fire doors)	Trims & Mouldings	Architrave	N/A	N/A	Free from rot, decay, rust, corrosion, dents, holes, scratches and no evident damage.
Fitments	Boards	Chalkboard	N/A	N/A	Secure fastenings and no evidence of damage
Fitments	Boards	Display Board	N/A	N/A	Secure fastenings and no evidence of damage
Fitments	Boards	Electronic / Smart Board	N/A	N/A	Secure fastenings and no evidence of damage
Fitments	Boards	Notice Board	N/A	N/A	Secure fastenings and no evidence of damage
Fitments	Boards	Pinboard	N/A	N/A	Secure fastenings and no evidence of damage
Fitments	Boards	Whiteboard	N/A	N/A	Secure fastenings and no evidence of damage

Fitments	External Furniture	Picnic Table and Chair set - Aluminium - No Roof - Table	N/A	N/A	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Fitments	External Furniture	Picnic Table and Chair set - Aluminium - With Roof - Table	N/A	N/A	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Fitments	External Furniture	Bike Rack	N/A	N/A	Free from rust, corrosion, cracks, breaks, sharp edges, secure fixtures and hinges and no evident damage.
Fitments	Joinery	Benchtop	N/A	N/A	Free from rust, corrosion, cracks, breaks, sharp edges, secure fixtures and hinges and no evident damage.
Fitments	Joinery	Bench Seat	N/A	N/A	Free from rust, corrosion, cracks, breaks, sharp edges, secure fixtures and hinges and no evident damage.
Fitments	Joinery	Bench Seat	N/A	N/A	Free from rust, corrosion, cracks, breaks, sharp edges, secure fixtures and hinges and no evident damage.
Fitments	Joinery	Bench Seat	N/A	N/A	Free from rust, corrosion, cracks, breaks, sharp edges, secure fixtures and hinges and no evident damage.
Fitments	Joinery	Bench Seat	N/A	N/A	Free from rust, corrosion, cracks, breaks, sharp edges, secure fixtures and hinges and no evident damage.
Fitments	Joinery	Bench Seat	N/A	N/A	Free from rust, corrosion, cracks, breaks, sharp edges, secure fixtures and hinges and no evident damage.
Fitments	Joinery	Bench Seat	N/A	N/A	Free from rust, corrosion, cracks, breaks, sharp edges, secure fixtures and hinges and no evident damage.
Fitments	Joinery	Bench Seat	N/A	N/A	Free from rust, corrosion, cracks, breaks, sharp edges, secure fixtures and hinges and no evident damage.
Fitments	Joinery	Benchtop	N/A	N/A	Free from rust, corrosion, cracks, breaks, sharp edges, secure fixtures and hinges and no evident damage.
Fitments	Joinery	Cupboard	N/A	N/A	Free from rust, corrosion, cracks, breaks, sharp edges, secure fixtures and hinges and no evident damage.
Fitments	Joinery	Cupboard	N/A	N/A	Free from rust, corrosion, cracks, breaks, sharp edges, secure fixtures and hinges and no evident damage.
Fitments	Joinery	Cupboard	N/A	N/A	Free from rust, corrosion, cracks, breaks, sharp edges, secure fixtures and hinges and no evident damage.
Fitments	Joinery	Cupboard	N/A	N/A	Free from rust, corrosion, cracks, breaks, sharp edges, secure fixtures and hinges and no evident damage.
Fitments	Joinery	Cupboard	N/A	N/A	Free from rust, corrosion, cracks, breaks, sharp edges, secure fixtures and hinges and no evident damage.
Fitments	Joinery	Cupboard	N/A	N/A	Free from rust, corrosion, cracks, breaks, sharp edges, secure fixtures and hinges and no evident damage.
Fitments	Joinery	Cupboard	N/A	N/A	Free from rust, corrosion, cracks, breaks, sharp edges, secure fixtures and hinges and no evident damage.
Fitments	Joinery	Cupboard	N/A	N/A	Free from rust, corrosion, cracks, breaks, sharp edges, secure fixtures and hinges and no evident damage.
Fitments	Joinery	Cupboard	N/A	N/A	Free from rust, corrosion, cracks, breaks, sharp edges, secure fixtures and hinges and no evident damage.
Fitments	Joinery	Cupboard	N/A	N/A	Free from rust, corrosion, cracks, breaks, sharp edges, secure fixtures and hinges and no evident damage.
Fitments	Sporting Equipment - internal	Finish	N/A	N/A	Free from rust, corrosion, cracks, breaks, sharp edges, secure fixtures and hinges and no evident damage.
Fitments	Theatre Equipment	Theatre Curtains	N/A	N/A	Tracks free from debris, moves freely and no evident damage
Fitments	Theatre Equipment	Theatre Rigging	N/A	N/A	Secure rigs, straps, ropes and no evident damage.
External Movement Areas and Grounds Maintenance	Landscaping	Coir Logs	N/A	N/A	Free from rotting, weathering, secured and no evident damage.
External Movement Areas and Grounds Maintenance	Landscaping	Sediment Trap	N/A	N/A	Operable with no evident damage
External Movement Areas and Grounds Maintenance	Pavement	Bitumen	N/A	N/A	Free from holes, water ingress, cracks and no evident damage.
External Movement Areas and Grounds Maintenance	Pavement	Brick	N/A	N/A	Free from foreign matter, no loose or missing mortar, no cracks or displaced items
External Movement Areas and Grounds Maintenance	Pavement	Concrete	N/A	N/A	Free from lifting, cracking, and no evident damage
External Movement Areas and Grounds Maintenance	Pavement	Dirt Crushed Rock	N/A	N/A	Free from holes, water ingress and no evident damage.
External Movement Areas and Grounds Maintenance	Pavement	Paver	N/A	N/A	Free from cracking, lifting and trip and fall hazards.
External Movement Areas and Grounds Maintenance	Retaining Walls	Anchored Wall	N/A	N/A	Free from warping, loose blocks, capping in place, adequate drainage and no evident damage.
External Movement Areas and Grounds Maintenance	Retaining Walls	Anchored Wall	N/A	N/A	Free from warping, loose blocks, capping in place, adequate drainage and no evident damage.

External Movement Areas and Grounds Maintenance	Retaining Walls	Anchored Wall	N/A	N/A	Free from warping, loose blocks, capping in place, adequate drainage and no evident damage.
External Movement Areas and Grounds Maintenance	Retaining Walls	Anchored Wall	N/A	N/A	Free from warping, loose blocks, capping in place, adequate drainage and no evident damage.
External Movement Areas and Grounds Maintenance	Retaining Walls	Cantilever Wall	N/A	N/A	Free from warping, loose blocks, capping in place, adequate drainage and no evident damage.
External Movement Areas and Grounds Maintenance	Retaining Walls	Gravity Wall	N/A	N/A	Free from soil subsidence, required inlet/outlet pipes, adequate drainage, straight and no evident damage.
External Movement Areas and Grounds Maintenance	Retaining Walls	Gravity Wall	N/A	N/A	Free from soil subsidence, required inlet/outlet pipes, adequate drainage, straight and no evident damage.
External Movement Areas and Grounds Maintenance	Retaining Walls	Gravity Wall	N/A	N/A	Free from soil subsidence, required inlet/outlet pipes, adequate drainage, straight and no evident damage.
External Movement Areas and Grounds Maintenance	Retaining Walls	Piling Wall	N/A	N/A	Free from soil subsidence, required inlet/outlet pipes, adequate drainage, straight and no evident damage.
External Movement Areas and Grounds Maintenance	Retaining Walls	Piling Wall	N/A	N/A	Free from soil subsidence, required inlet/outlet pipes, adequate drainage, straight and no evident damage.
External Movement Areas and Grounds Maintenance	Retaining Walls	Piling Wall	N/A	N/A	Free from soil subsidence, required inlet/outlet pipes, adequate drainage, straight and no evident damage.
External Movement Areas and Grounds Maintenance	Road Furniture	Bollard	N/A	N/A	Secure fastenings, anchor bolts and no evident damage.
External Movement Areas and Grounds Maintenance	Road Furniture	Bollard	N/A	N/A	Secure fastenings, anchor bolts and no evident damage.
External Movement Areas and Grounds Maintenance	Road Furniture	Guard Rail	N/A	N/A	Secure fastenings, anchor bolts and no evident damage.
External Movement Areas and Grounds Maintenance	Road Furniture	Kerb	N/A	N/A	Free from destabilisation and subsidence, cracks and no evident damage.
External Movement Areas and Grounds Maintenance	Road Furniture	Kerb	N/A	N/A	Free from destabilisation and subsidence, cracks and no evident damage.
External Movement Areas and Grounds Maintenance	Road Furniture	Signage	N/A	N/A	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
External Movement Areas and Grounds Maintenance	Road Furniture	Speed Hump	N/A	N/A	Free from deterioration, lifting and no evident damage.
External Movement Areas and Grounds Maintenance	Road Furniture	Wheel Stops	N/A	N/A	Free from wear, fastenings secure and no deterioration or rust, no evident damage.
External Movement Areas and Grounds Maintenance	Road Furniture	Wheel Stops	N/A	N/A	Free from wear, fastenings secure and no deterioration or rust, no evident damage.
External Movement Areas and Grounds Maintenance	Sports Court & Equipment	Futsal	N/A	N/A	Free from cracking and movement
External Movement Areas and Grounds Maintenance	Sports Court & Equipment	Sports Field	N/A	N/A	Free from cracking and movement
External Movement Areas and Grounds Maintenance	Landscaping	Hydroseeding	N/A	N/A	Free from pest and insects, weeds, trip hazards and holes.
Fencing and Gates	Fence	Aluminum Louvre	N/A	N/A	Free from movement, dents, scratches, footings, rust, corrosion and no evident damage.
Fencing and Gates	Fence	Aluminum Mesh	N/A	N/A	Free from movement, dents, scratches, footings, rust, corrosion and no evident damage.
Fencing and Gates	Fence	Brick	N/A	N/A	Free from movement, dents, scratches, footings, rust, corrosion and no evident damage.
Fencing and Gates	Fence	Brick	N/A	N/A	Free from movement, dents, scratches, footings, rust, corrosion and no evident damage.
Fencing and Gates	Fence	Brick	N/A	N/A	Free from movement, dents, scratches, footings, rust, corrosion and no evident damage.
Fencing and Gates	Fence	Chain Link	N/A	N/A	Free from movement, dents, scratches, footings, rust, corrosion and no evident damage.
Fencing and Gates	Fence	Chain Link	N/A	N/A	Free from movement, dents, scratches, footings, rust, corrosion and no evident damage.

Hydraulic Systems	Non Potable Water System	Tanks	N/A	N/A	Check for leaks, rust, corrosion, build up, fittings, and no evident damage.
Hydraulic Systems	Non Potable Water System	Tanks	N/A	N/A	Check for leaks, corrosion, rust, cracks, fittings, seals and no evident damage.
Hydraulic Systems	Non Potable Water System	Valves	N/A	N/A	Free from foreign matter, no loose fixings or fasteners and no evident damage
Hydraulic Systems	Pipe Reticulation	Cold Water	N/A	N/A	Free from leaks, cracks, corrosion and no evident damage.
Hydraulic Systems	Pipe Reticulation	Cold Water	N/A	N/A	Free from leaks, cracks, corrosion and no evident damage.
Hydraulic Systems	Pipe Reticulation	Cold Water	N/A	N/A	Free from leaks, cracks, corrosion and no evident damage.
Hydraulic Systems	Pipe Reticulation	Cold Water	N/A	N/A	Free from leaks, cracks, corrosion and no evident damage.
Hydraulic Systems	Pipe Reticulation	Hot Water	N/A	N/A	Free from leaks, cracks, corrosion and no evident damage.
Hydraulic Systems	Pipe Reticulation	Hot Water	N/A	N/A	Free from leaks, cracks, corrosion and no evident damage.

Hydraulic Systems	Pipe Reticulation	Hot Water	N/A	N/A	Free from leaks, cracks, corrosion and no evident damage.
Hydraulic Systems	Pipe Reticulation	Hot Water	N/A	N/A	Free from leaks, cracks, corrosion and no evident damage.
Hydraulic Systems	Pits	Pit lid	N/A	N/A	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Hydraulic Systems	Pits		N/A	N/A	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Hydraulic Systems	Pumping Stations	Fixing Fasteners	N/A	N/A	Free from leaks, working correctly, wiring, moving freely and no defects
Hydraulic Systems	Pumping Stations	Pipe work	N/A	N/A	Free from leaks, operating correctly, electrical connections, cracks, corrosion, free of debris and moving parts
Hydraulic Systems	Pumping Stations	Pump connection	N/A	N/A	Free from leaks, operating correctly, electrical connections, cracks, corrosion, free of debris and moving parts
Hydraulic Systems	Fitments	Basin - Double Bowl	N/A	N/A	Free from foreign matter, no corrosion, no loose or missing fixings or fasteners and no evident damage
Stormwater	Basins	Retention basin	N/A	N/A	Check durability, salt build up, fixtures oxidization, corrosion, warping and no evident damage.
Stormwater	Basins	Detention tank	N/A	N/A	Check durability, salt build up, fixtures oxidization, corrosion, warping and no evident damage.
Stormwater	Grate	Hinged	N/A	N/A	Check condition, fastenings, correct hardware, free movement, lubrication and no evident damage.
Stormwater	Grate	Hinged	N/A	N/A	Check condition, fastenings, correct hardware, free movement, lubrication and no evident damage.
Stormwater	Grate	Hinged	N/A	N/A	Check condition, fastenings, correct hardware, free movement, lubrication and no evident damage.
Stormwater	Grate	No-Hinge	N/A	N/A	Check for corrosion, cracks, no visible blockage and no evident damage.
Stormwater	Grate	No-Hinge	N/A	N/A	Check for corrosion, cracks, no visible blockage and no evident damage.
Stormwater	Grate	No-Hinge	N/A	N/A	Check for corrosion, cracks, no visible blockage and no evident damage.
Stormwater	Inlet/Outlet	Concrete Headwalls	N/A	N/A	Check joints, leaks, cracking, no visible blockage, surface condition and no evident damage
Stormwater	Inlet/Outlet	Kerb Adaptor	N/A	N/A	Check for corrosion and no evident damage.
Stormwater	Inlet/Outlet	Kerb Entry & Lintel Unit	N/A	N/A	Check for corrosion and no evident damage.
Stormwater	Inlet/Outlet	Kerb Entry & Lintel Unit	N/A	N/A	Check for corrosion and no evident damage.
Stormwater	Inlet/Outlet	Kerb Lintels	N/A	N/A	Check for corrosion and no evident damage.
Stormwater	Inlet/Outlet	Kerb Lintels	N/A	N/A	Check for corrosion and no evident damage.
Stormwater	Pits	Glass Reinforced Pit	N/A	N/A	Free from corrosion, cracks, visible blockages, lids misplaced or damaged and any evident damage.
Stormwater	Pits	Glass Reinforced Pit	N/A	N/A	Free from corrosion, cracks, visible blockages, lids misplaced or damaged and any evident damage.
Stormwater	Pits	Glass Reinforced Pit Riser	N/A	N/A	Free from corrosion, cracks, visible blockages, lids misplaced or damaged and any evident damage.
Stormwater	Pits	Glass Reinforced Pit Riser	N/A	N/A	Free from corrosion, cracks, visible blockages, lids misplaced or damaged and any evident damage.
Stormwater	Stormwater Pipe	Concrete	N/A	N/A	Free from corrosion, cracks, visible blockages, lids misplaced or damaged and any evident damage.
Stormwater	Stormwater Pipe	Poly	N/A	N/A	Free from corrosion, cracks, visible blockages, lids misplaced or damaged and any evident damage.
Stormwater	Stormwater Pipe	PVC	N/A	N/A	Free from corrosion, cracks, visible blockages, lids misplaced or damaged and any evident damage.
Stormwater	Stormwater Pipe	Vitrified Clay	N/A	N/A	Free from corrosion, cracks, visible blockages, lids misplaced or damaged and any evident damage.
Gas Service	Fittings	Taps	N/A	N/A	Check structural integrity, splits, cracks, rust, corrosion, oxidisation and no evident damage.
Coating Systems	Membrane	Water proofing	N/A	N/A	Free from water ingress
Coating Systems	Membrane	Non Slip	N/A	N/A	Free from graffiti, flaking, mould, decay, water leaks or evidence of moisture, discolouration, chalking, no evidence of damage
Coating Systems	Paint	Acrylic	N/A	N/A	Free from graffiti, flaking, mould, decay, water leaks or evidence of moisture, discolouration, chalking, no evidence of damage
Coating Systems	Paint	Enamel	N/A	N/A	Free from graffiti, flaking, mould, decay, water leaks or evidence of moisture, discolouration, chalking, no evidence of damage
Coating Systems	Paint	Epoxy	N/A	N/A	Free from graffiti, flaking, mould, decay, water leaks or evidence of moisture, discolouration, chalking, no evidence of damage
Coating Systems	Paint	Oil	N/A	N/A	Free from graffiti, flaking, mould, decay, water leaks or evidence of moisture, discolouration, chalking, no evidence of damage
Coating Systems	Paint	Powder Coated	N/A	N/A	Free from graffiti, flaking, mould, decay, water leaks or evidence of moisture, discolouration, chalking, no evidence of damage
Coating Systems	Render	Acrylic	N/A	N/A	Free from graffiti, flaking, mould, decay, water leaks or evidence of moisture, discolouration, chalking, no evidence of damage
Coating Systems	Render	Cement	N/A	N/A	Free from graffiti, flaking, mould, decay, water leaks or evidence of moisture, discolouration, chalking, no evidence of damage
Coating Systems	Render	Lime Mortar	N/A	N/A	Free from graffiti, flaking, mould, decay, water leaks or evidence of moisture, discolouration, chalking, no evidence of damage
Coating Systems	Render	White Set	N/A	N/A	Check protective coating and no evident damage.
Coating Systems	Stain/Seal	Lacquer	N/A	N/A	Check condition, fastenings, correct hardware and no evident damage.
Coating Systems	Stain/Seal	Oil	N/A	N/A	Check condition, fastenings, correct hardware, free movement, lubrication and no evident damage.
Coating Systems	Stain/Seal	Varnish	N/A	N/A	Check working, fixtures, lubrication
Security Systems & CCTV	Access Controls	Security Reticulation Cabling	N/A	N/A	Free of debris and dust, electrical connections in tact and no evident damage.
Security Systems & CCTV	Access Controls	Security Reticulation Cabling	N/A	N/A	Free of debris and dust, electrical connections in tact and no evident damage.
Security Systems & CCTV	Access Controls	Security Reticulation Cabling	N/A	N/A	Free of debris and dust, electrical connections in tact and no evident damage.
Security Systems & CCTV	Access Controls	Security Reticulation Cabling	N/A	N/A	Free of debris and dust, electrical connections in tact and no evident damage.
Security Systems & CCTV	CCTV	Cabling	N/A	N/A	Free of debris and dust, electrical connections in tact and no evident damage.
Security Systems & CCTV	CCTV	Cabling	N/A	N/A	Free of debris and dust, electrical connections in tact and no evident damage.
Mechanical services	Air Conditioner - Central Ducted	Heating Hot Water			