Pre-Construct Handover Checklist

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Owner: EGM, Engineering

The process for **nbn** commenting on the stage design and updating its own systems and database requires Developers to use planning tools and methodologies consistent with **nbn**™ systems and databases.

The Pre-Construct checklist is designed to assist Developers in ensuring that they have provided a design that can readily interface with **nbn**™ systems. Developers remain responsible for ensuring that their design complies with all **nbn** requirements and their agreement with **nbn**, even after **nbn** indicates it has no further comments on their design and it has been imported into **nbn**™ systems.

No.	Description	Design Conformance	
		Yes	No
1.	All designs are in **AutoCAD *.DWG** format (minimum version 2013.)	☐	☐
2.	The design represented in AutoCAD Model and Paper Space including PDF file.	☐	☐
3.	Current Development Stage Boundary reflected in **L331 NBN Boundaries - GDAs** layer.	☐	☐
4.	Stages other than Current are reflected in non-**nbn** template layers in colour other than Orange. ADT QA (Quality Audit) command may move some pits back to **L462 NBN Support - Pits** layer. There is no need in correcting that.	☐	☐
5.	The property survey data is on **L141 Cadastre** layer and contains only the line work helpful with pit placement when using ADT PIT command and also providing just sufficient visual reference for easy drawing review by **nbn** Planning (i.e. lot boundaries, roads, roundabouts, footpaths and driveways, road reserve & parking bays). All other imagery is moved out of **L141 Cadastre** layer**.	☐	☐
6.	The current **NBN Title Block** is used.	☐	☐
7.	Development Name / Stage and **NBN** Reference Number / & Updated Design Revision are displayed in the Title Block on the plan.	☐	☐
8.	For the current Stage all Pre-Construct ducts are on **L460 NBN Support – Underground** layer with both line type and line colour set to By Layer.	☐	☐
9.	For the current Stage all Pre-Construct pits are on **L462 NBN Support – Pits** layer with colour set to By Layer.	☐	☐
10.	Shared Trench Symbol (**Z**-shaped) has been used where required and is on the **nbn** Share Trench Layer.	☐	☐
11.	The Bill of Materials (BOM) **LOT** Count for the stage matches the value of P20 in the BOM including the Developer Agreement. Each Lot (**NBN_ADDRESS_SDU** block) attributes specify unique street address (i.e. the same combination of street number and street name values is not allowed in different lot blocks).	☐	☐

No.	Description	Design Conformance	
		Yes	No
12.	Future lots are reflected in a separate (*Future Lots*) layer in grey (AutoCAD 8) colour.	☐	☐
13.	The correct scaling is used (**1:1** in metres).	☐	☐
14.	**nbn** approved AutoCAD symbols are used.	☐	☐
15.	**nbn** approved AutoCAD standards have been applied.	☐	☐
16.	**nbn** approved legend is present in the Paper Space and PDF.	☐	☐
17.	All named roads are shown (unavailable road names are entered as **GENERICROAD1 ROAD**, **GENERICROAD2 ROAD**, etc.).	☐	☐
18.	All Lot and or Unit numbers are shown on the **NBN** Address Layer (L140).	☐	☐
19.	All conduit measurements are represented on the plan in the model space; paper space & PDF.	☐	☐
20.	All service drop conduits are shown entering each nominated premises (lot).	☐	☐
21.	All pit types are shown (i.e. **2, 5, 6, 8, 9, Manhole**).	☐	☐
22.	Pits do not straddle a Lot boundary, Lot side boundary or snap to it.	☐	☐
23.	Pits are not located in existing or proposed driveways.	☐	☐
24.	Laneway rear loading identification conforms to the current guidelines **NBN-TE-CTO-194** (laneway is the least preferred solution to service lots).	☐	☐
25.	All conduit types are shown e.g. **P100**, **P50**, and **P20.** Conduits are not snapped to pit corner or entering pit via pit side.	☐	☐
26.	All fields in the New Development Information block (**NBN_NDI**) are populated. **NBN_NDI** block is in **0-GENERAL-NOTES** layer, reflected in Model View, Paper Space and attached PDF.	☐	☐
27.	BOM (Bill Of Materials) provided in AutoCAD Model and Paper space including attached PDF.	☐	☐
28.	Where directed by **nbn** planning, a P100 express duct.	☐	☐
29.	If the development has the potential for future extension, provide network to the stage/works boundary & cap. All capped P100 conduits at a stage boundary must be represented utilising the "DCT" command.	☐	☐
30.	If new pits are placed over the existing **nbn** conduits, the design consultant or developer must contact **nbn** relocation works team at relocationworks@nbnco.com.au. Pits over existing network must be constructed by **nbn**, not the developer or their constructor.	☐	☐
31.	EPR Zone symbol has been used when required and is on the **nbn** EPR Layer.	☐	☐

No.	Description	Design Conformance	
		Yes	No
32.	ADT QA (Quality Audit) command successfully performed on the drawing.	☐	☐
33.	The Pre-Construct design signed and dated by the developer or their nominated representative.	☐	☐
34.	The design has the correct geographical location (Georeferenced to an MGA94 zone with the correct Easting's and Northings coordinate values).	☐	☐
35.	Provide the designers Enabled Accreditation number in the Title Block (where the nbn enabled online accreditation has been completed).		
36.	For HMDU (Horizontal Multi Dwelling Unit) developments under 25 premises only P50mm conduit network is required.		
37.	The correct pit size is designed to accommodate the proposed conduit size & combinations as per **NBN**-TE-CTO-194 standard.		
38.	A note is represented on the plan advising "All construction to be installed in Shared Trench unless otherwise shown".		
39.	The Global Coordinate system has been assigned using the following Map Grid of Australia zone: ☐ MGA94-49 ☐ MGA94-50 ☐ MGA94-51 ☐ MGA94-52 ☐ MGA94-53 ☐ MGA94-54 ☐ MGA94-55 ☐ MGA94-56	☐	☐

Design Approval

Developer/ Representative:	Click here to enter text.	**Date:**	Click here to enter text.
Acknowledged by:	Click here to enter text.		