



RHA FORM 20

INSPECTION REPORT FOR BUILDING IN CATEGORIES 2, 3 AND 4

1. Summary of inspected sites

No	Building name	Owner	Building category	Location	Plot number	Zoning	Type of building permit	Permit granted by:	Contractor name	Supervisor name	Inspection date
1											
2											
3											
4											

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Total inspected sites :

Temporally stopped sites for complying..... :

The site that was found regular on most and main requirements..... :

The sites reopened after fulfilling most of the requirements..... :

The sites in process to comply with requirements..... :

2. Tables of findings.

No	Project name Items				
I	Building permit No				
II	Building permit issuance date				
III	Building permit validity				
IV	EIA				
V	RDB Certificate as per EIA				
VI	EMMP (environmental monitoring and mitigation plan)				
1	Category of building				
2	Status of the building				
3	Land ownership document				
4	Availability of approved plans				
5	Contractor agreement with the owner				
6	Supervisor agreement with the owner				
7	Trade license for contractor				
8	Trade license for supervisor				
9	Site engineer IER / RIA certificate (Contractor)				
10	Site engineer IER / RIA certificate(Supervisor)				
11	Insurance all risks				

11	Insurance for workers				
12	Regular site meeting minutes				
13	Regular reports of the supervisor to the client/owner				
14	Proof of compliance with Master plan				
	Zoning				
	Setback				
15	MOST IMPORTANT LABORATORY TESTS REPORTS				
	Laboratory tests reports (Geotechnical)				
	Laboratory tests reports (concrete)				
	Laboratory tests reports (Steel Re-bars)				
16	Availability of approved plans as per latest modification				
	Work plan				
	Cash flow plan				
	Material availability plan				
17	SITE INSTALLATION, MOSTLY AS FOLLOWS:				
	Site installation plan (Optional)				
	Site indication sign post				
	Holding fencing				
	Site office				
	Meeting room				
	Stores / warehouses				
	Site storage of construction materials like sand, bricks, stones, gravels...				
	Site access and internal circulation				
	Site staff toilets				
	Fair First aid				

	Safety equipment (Boots, Helmets, overall, gloves, gear, ...)				
	Hygiene/cleanness				
	Security in general				
	Site logbook				
	Site instruction book				
	Communication book				
18	LIFTS				
	Provision of ordinary lift				
	Lift for people living with disabilities				
	Last maintenance				
	Log book				
19	Provision of ramp < 1/12				
20	Storm water drainage				
21	Rain water harvesting				
22	Waste water treatment plant				
23	PARKING				
	Provision of ordinary parking				
	Provisional of parking for disabled people				
	Signage				
24	FIRE SAFETY				
	Water hydrant				
	Extinguishers				
	Smoke detectors				
	Alarms				
	Emergence plans				
	Emergence signs (poster signs, lamps,...)				
	Fire escape stair case				
	Last maintenance				
	Log book				
25	INTERNET				
	Broadband connection				

	Casted installations (Cabling,...) apparatus or devices if any,				
	Wireless connection				
	Internet bandwidth				
	Last maintenance				
	Log book				
26	SECURITY				
	CCTV				
	Metal detectors				
	Luggage scanners				
	Last maintenance				
	Log book				
27	Toilet for people living with disabilities				
28	Claddings				
29	WATER				
	Water connection				
	Last maintenance				
	Log book				
30	ELECTRICITY				
	Power connection (Electricity)				
	Use of Energy saving lamps				
	House protection system (Automatic Voltage Regulator)				
	Earthing System				
	Bonding system				
	Last maintenance				
	Log book				
31	Effective lightning system				
32	Provision greening				

No: (Why)

TABLE II. **Technical Aspects** : compliance (yes or no)

No	Aspects	Building or Owner name					% OF YES	% OF No
1	Compliance with Master plan							
2	Laboratory tests reports (Geotechnical, concrete tests)							
3	Availability of approved plans as per latest modifications							
4	Site installation (see details above)							
5	Site logbook							

Inspection Notice / Instruction <i>(Stop, suspension, rectification, go ahead)</i>							
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