

SECTION 14

CHECKING OF DRAWINGS

14 CHECKING OF DRAWINGS

14.1 *GENERAL*

This section of the Manual sets out the checking process for drafting work carried out by the Authority's Bridge Engineering Section.

All drawings prepared by external consultants for the Authority, or for bridges that will become the property of the Authority shall be prepared and checked in accordance with the requirements of the Quality System documentation that exists within respective offices, the relevant requirements of the RTA Structural Drafting Manual and in accordance with the Contract.

All drawings prepared by the Authority's Bridge Engineering Section should be thoroughly checked by the Drafting Officer responsible for their production to ensure details are in accordance with the Project Design Engineer's requirements and that they conform to the drafting standards outlined in this Manual prior to being submitted to the drafting Project Leader for checking.

After the drawings have been reviewed by the drafting Project Leader and amended as required, they shall be supplied to the Project Design Engineer for concurrence.

Upon completion of each drawing, a check print of the drawing (complete with CAD directory, Cad Filename and date of creation of the plot adjacent to the drawing border in the upper right hand corner of the sheet) shall be supplied to the Project Design Engineer for concurrence.

The following list should be used as a basis for checking by the drafting officer:

- | | |
|---------------------|--|
| <u>CLARITY</u> | - Have the Project Design Engineer's design sketches been followed and is the resultant drawing clear in it's intent?
Has sufficient information been shown ? |
| <u>ACCURACY</u> | - Is the drawing to scale ?
Are dimensions, levels and reinforcement correct ?
If any product information is used, is it the latest information available from the latest catalogue? |
| <u>CONSISTENCY-</u> | Is the drawing consistent with other drawings in the same set ? |
| <u>DRAFTING</u> | - Have the requirements of the Structural Drafting Manual been met? |

A complete set of draft final drawings shall be provided to the Manager, Structural Drafting for review prior to being provided to the relevant Design Manager for review.

14.2 *MARKING OF CHECK PRINTS*

In order to ensure that the checking system can be understood by all officers, all drawings prepared by the Authority's Bridge Engineering Section, the following colour coded system **shall be used** when checking all drawings.

<u>Colour Code</u>	<u>Description</u>
GREEN	Details checked as being correct.
RED	Details checked as being incorrect and some amendments and /or deletions required.
YELLOW	Amendments to details marked in red and/or any additional requirements shall be marked with graphite pencil on yellow background.

14.3 AMENDMENT OF DRAWINGS

After marking of check prints, said check prints (complete with checking officers initials and date in the amendment block) shall be returned to the Drafting Project Leader responsible for the project so that necessary amendments can be completed. The Drafting Project Leader shall then be responsible for the amendment of the drawings using available drafting resources.

Upon completion of required amendments, the check print being used as the basis for the amendments shall be marked as superseded (with the date being shown) and a new check print shall be issued with the required details being shown in the upper right hand corner of the sheet as stated in Clause 14.1 of this Manual.