



SAPTA PROJECT DRAWINGS ACCEPTANCE FORM

(Excludes Approval for Roads and Traffic Control Devices)

ACCEPTANCE FORM (AF NUMBER)	AFXXXX – AF To Be Requested Through SAPTA Asset Management Document Control
MOC NUMBER	(Not Applicable if a Bus Project)
MOC TITLE	

Step A: Drawing Details

DRAWING PURPOSE	e.g. Final Design Drawings Stage
------------------------	----------------------------------

PROJECT DETAILS	
FILE NUMBER	
RAIL LINE / BUS ROUTE	
PROJECT DESCRIPTION	

DRAWING DETAILS	
WORK PACKAGE NUMBER	
WORK PACKAGE NAME	
CONTRACTOR	
DESIGNER	

DESIGN DRAWING LIST (Data should be typed and legible). If more than 4 drawings a separate excel spreadsheet is required to be submitted with this form.			
DRAWING NUMBER	REVISION NO.	DRAWING TITLE	STATUS
For a New Drawing Number, Refer FR-AM-GE-806			
Status – Use Either N (NEW), M (MODIFIED), U (UN-CHANGED) OR A (ARCHIVE)			
Comments:			

Step B: Technical Signoffs

TECHNICAL DOCUMENTS			
DOCUMENT TYPES	REFERENCE / NUMBER	NOTES	DATE
Design Certificate	Designer dNOP - Designer Non-Owner Participant (for Alliances Only)	CERTIFICATE OF COMPLIANCE - dNOP - X package name	
Design Certificate	Design cNOP - Construction Non-Owner Participant (for Alliances Only)	CERTIFICATE OF COMPLIANCE - cNOP - X package name	
Independent Certification Design <i>(Where applicable)</i>	IDC Certificate No.	INDEPENDENT DESIGN CERTIFIER CERTIFICATION - X Package name	
Independent Certification Construction <i>For revision 2 of this form - As-built stage (Where applicable)</i>	ICV Certificate No.	INDEPENDENT CONSTRUCTION VERIFIER CERTIFICATION - X Package name	
Design Report			
Issues & Comments Form			

DIT / SAPTA TECHNICAL REVIEW			
NAME	POSITION TITLE	SIGNATURE	DATE
	DIT, Project Design Manager		
	DIT, Project Manager		
	SAPTA – Functional Group Technical Lead / Manager		
	SAPTA – Functional Group Technical Lead / Manager		

Step C: SAPTA Acceptance for IFC Drawings

ACCEPTING OFFICER'S NAME:	
POSITION:	Manager SAPTA
I am satisfied that so far as is reasonably practicable that Design phase review and that the level of stakeholder consultation carried out is appropriate. I accept the Drawing(s) based on this form and authorise their release to be used for their intended purpose.	
SIGNATURE	DATE
COMMENTS	

Step D: As Built Drawings Sign-Off by DIT Project Manager

ACCEPTING OFFICER'S NAME:	
POSITION:	DIT Project Manager
NOTE: Asset Owner may request a site inspection prior to sign-off (part of project handover process)	
<input type="checkbox"/> Constructed in accordance with IFC Drawings and/or Redline <input type="checkbox"/> Level of technical examination is satisfactory <input type="checkbox"/> I am satisfied that the Drawing(s) meets SAPTA standards and requirements	
SIGNATURE	DATE

STEP E: SAPTA Acceptance of As Built Drawings

ACCEPTING OFFICER'S NAME:	
POSITION:	SAPTA – Functional Group Technical Lead / Manager
I Accept the Drawings for Uploading into the Technical Library	
SIGNATURE	DATE
<input type="checkbox"/> Accepted for Use (For Design)	<input type="checkbox"/> Accepted for Information Only
COMMENTS:	

Final Handover Requirements:

- **For As Built Drawings** - This Form is to Accompany the As Built Drawing Files
- **Once Accepted** - Drawings Must be Submitted to the Appropriate Technical Library