

### ANNEX IV DOCUMENTATION REPORT FORM

ANNEX IV - TECHNICAL REPORTS: Re-Location Accommodation, Mining Site Office, and Phonchan Extension Office				
Item	Description	Employer's Requirements	Vendor's Confirmation (Note: Please indicate your specific answer and do not just put "Okay" or "Confirmed")	Remarks
1	Reports	<b>QA/QC Reports</b> - Material Inspection Report - Dimension and Visual Inspection Report <b>Test Reports</b> - Strength of concrete (Cylinder at 7, 14 and 28 days) - Rebar test - Water pressure test - Grounding test - Etc. of HPC. requirements <b>Daily report</b> - Submit every day. <b>Monthly Report</b> - Update master schedule - Update progress of works by monthly - Report of manpower and machine - Material schedule - Safety report		
2	Certificates	a) Material Certificates (Standard of Material)		
3	Technical Documentation	a) For Approval Technical Data Sheets b) Inspection checklist		
4	Payment Documentation	a) Progress of works by monthly b) BOQ. of payment c) Cut off progress payment every date 25 of monthly basis. d) Update material schedule e) Report of manpower and machine		
5	Variation Works	a) NVO. (Notice Of Variation) b) RVO. (Receive Of Variation)		
7	Handing Over Document	a) As-Built Drawing b) Certificate of Completion c) Taking Over Certificate		
6	Checklist Documentation	a) Inspection checklist b) Safety checklist		