



## DRAWINGS VALIDATION CHECKLIST: PDF VERSION

<b>CONTRACT #</b>		<b>DWG TYPE</b>	
<b>DESIGN # (EPT)</b>		<b>CONSULTING FIRM</b>	

<b>CITY OF BURNABY INSTRUCTIONS.</b>	
<p><b>OBJECTIVE.</b> To attest that all and only changes to City-owned utility assets (<b>water, sewer, drainage, lights, signals &amp; roads</b>), as depicted on the design drawings, and other required mark-ups and information as stipulated by City requirements, have been clearly and accurately identified, appropriately quantified, and accurately recorded. Changes to City-owned assets or City-requirements which have been missed or recorded incorrectly are to be identified, tracked, and communicated back to the responsible consultant for resolution.</p>	
<b>1</b>	<p><b>FILENAME</b></p> <p><b>Format</b>  <b>AA_&lt;DES #&gt;_&lt;PRJ DESC&gt;_&lt;ENG FIRM&gt;</b>  <input type="checkbox"/> &lt;DES #&gt; Format: ##### or ##### (i.e. 20050500, 81000, etc.)  <input type="checkbox"/> &lt;PRJ DESC&gt; Format: Short description (i.e. Watermain Pkg C)  <input type="checkbox"/> &lt;ENG FIRM&gt;</p>
<b>2</b>	<p><b>COMPLETENESS – DRAWING SHEETS</b></p> <p>Confirm that <b>ALL and ONLY</b> drawings depicting changes to City-owned assets <b>for this project</b> have been processed <sup>1</sup></p> <p><input type="checkbox"/> Confirm that no drawing sheets have been missed  <input type="checkbox"/> Confirm that no drawing sheets have been duplicated  <input type="checkbox"/> Confirm that only sheets from this project have been included</p> <p>1. Refer to section 7.3 of the Asset Identification Specifications document in the City of Burnaby portal</p>
<b>3</b>	<p><b>DRAWING SHEETS</b></p> <p>Confirm drawing sheets include the following pertinent information:</p> <p><input type="checkbox"/> <b>Title Block</b> <sup>1</sup>  <input type="checkbox"/> <b>Notes</b> <sup>2</sup>  <input type="checkbox"/> <b>Segmentation (Locational Information)</b> <sup>2</sup>  <input type="checkbox"/> <b>Changes to City-Owned Assets</b> <sup>2</sup>  <input type="checkbox"/> <b>Table Listing Changes to City-Owned Assets</b> <sup>3</sup></p> <p>1. Refer to section 7.3 of the Asset Identification Specification document  2. Refer to section 8.11 of the Asset Identification Specification document  3. Refer to section 8.17 of the Asset Identification Specification document</p>

	<b>COMMENTS</b>							
	<b>VALIDATION HISTORY</b>							
	1.	By:	2.	By:	3.	By:	4.	By:
<b>REVIEWED BY:</b>				<b>Date:</b>				