Form A

Record of Specific Tasks Performed by TCP under AP/RSE/RGE/RC* Stream

BD Ref. _____

Project _____

Type of Works _____

Name[1] _____

Grade of TCP _____ **Frequency of Inspection** _____

Date DD/MM/YY	(Mon)	(Tue)	(Wed)	(Thu)	(Fri)	(Sat)	(Sun)
Item No.#	S/NS	S/NS	S/NS	S/NS	S/NS	S/NS	S/NS
Signature							

Legend S - Satisfactory[2]

NS - Not satisfactory (recorded in site supervision report and complete **Form B where applicable**[3])

* - Delete if inappropriate

\# - Descriptions of the items listed are attached in separate sheet(s)

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1 Full name of the TCP as provided in the supervision plan.

2 If a non-conformity is of very minor nature and has been rectified during the inspection, it would be recorded as "satisfactory".

3 Completion of **Form B** is **Required** for a non-conformity that (a) has material concern for safety; or (b) does not have material concern for safety but the works item/rectification works cannot be verified due to the areas have been covered up during inspection or re-inspection.