**Data Item Description**

**Inspection and Test Plan**

**QA203**

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| **Inspection and Test Plan** | **QA203** |

**Purpose**

The Inspection and Test Plan (ITP) is intended to layout the plan for manufacture, testing/progressive acceptance events to meet the Requirements of the Subcontract. The purpose of the ITP is to detail the Supplier’s specific quality control arrangements for the product realisation from material sub-orders, manufacture, inspection, test, integration and Acceptance of the Equipment, SPT and Spares. The ITP shall, as much as possible and consistent with the requirements set out below, utilise the same management tools and methods already in use by the Supplier to manage and monitor its own business. The ITP will be required for equipment, sub-system and system and the ITP may be split as required.

**References**

This DID must be read in conjunction with Schedule A (General Conditions) and the corresponding SOW reference.

**Preparation Instructions**

This Data Item shall comply with the general format, content and preparation instructions set out in Part 1 (INTRO) and Part 5 (QA) of the SOW.

**Format and Content**

The ITP shall comply with the requirements of the Subcontract and shall include as a minimum:

1. equipment description(/sub-system or system, as applicable) , amendment record and distribution etc.;
2. subcontract description, definitions, legend for abbreviations etc.;
3. purpose and scope of ITP;
4. sequential stages and activities including manufacture, testing, acceptance and release;
5. Progressive Acceptance Events / Acceptance criteria;
6. the characteristic that will be checked/inspected/tested (e.g. dimensions, welds);
7. the document that requires this characteristic to be checked (usually it is the contract or similar document-specification);
8. the document that according to, this characteristic will be inspected/tested (usually a standard or a statutory requirement);
9. the kind of inspection that needs to be performed (visual inspection, document approval etc.);
10. the frequency that this inspection needs to be performed (e.g. radiographic testing 5% of all welds);
11. the objective criteria/tolerance parameters that will determine if the inspection/test for that characteristic has passed or not;
12. Verification Records: the kind of document that will be prepared and saved as a record of pass or failure (usually a certificate, signed inspection records, a testing machine print-out, a photo, etc.);
13. if this record needs to be a deliverable, meaning that it needs to be kept and handed over to the Purchaser at the end of the Project as part of the Supplier’s Technical Data Package;
14. the locations of the FATS for the Key-Sub-subcontract; and
15. the responsibilities of every party involved (Supplier, Purchaser, Canada, Classification Society, etc.) - codified system of responsibilities as following:

H= Hold Point (the party has to perform this check and it needs to be successful in order to proceed to the next stage of the construction);

W= Witness Point (the party e.g. Canada has to be informed that a test is being performed but its presence and signature is not obligatory to move on to the next stage); and

R Review Point (the party has only to review the record/document that the check has been done and it passed).

[Example follows]





