



**ITS Quality Checklist  
Device Pole Installation**



|  |                          |                          |   |                       |  |                          |  |
|--|--------------------------|--------------------------|---|-----------------------|--|--------------------------|--|
| Date:  |                          | Contract ID:             |   | Financial Project ID: |  | Quality Inspector:       |  |
| Plan Sheet   |                          | MP                       |   | Sta.                  |  | Site Identification Name |  |
| <b>CONFORMED</b>   | <b>NCR*</b>              | <b>N/A</b>               | <b>INSPECTION REQUIRED</b>  |                       |  |                          |  |
| <input type="checkbox"/>   | <input type="checkbox"/> | <input type="checkbox"/> | Review support structure pole in the plans and specifications and carry copy to the field.                        |                       |  |                          |  |
| <input type="checkbox"/>   | <input type="checkbox"/> | <input type="checkbox"/> | Review approved pole pick/erection submittal and carry to field.  |                       |  |                          |  |
| <input type="checkbox"/>   | <input type="checkbox"/> | <input type="checkbox"/> | Review approved traffic maintenance and protection plan and carry copy to the field.                              |                       |  |                          |  |
| <input type="checkbox"/>   | <input type="checkbox"/> | <input type="checkbox"/> | Monitor traffic control setups and recommend adjustment if necessary.   |                       |  |                          |  |
| <input type="checkbox"/>   | <input type="checkbox"/> | <input type="checkbox"/> | Monitor selection and placement of erection equipment.  |                       |  |                          |  |
| <input type="checkbox"/>   | <input type="checkbox"/> | <input type="checkbox"/> | Verify the approved pole is actually installed. Check against approved plans and specifications.                  |                       |  |                          |  |
| <input type="checkbox"/>   | <input type="checkbox"/> | <input type="checkbox"/> | Monitor pole erection and anchor bolt nut and washer attachment.  |                       |  |                          |  |
| <input type="checkbox"/>   | <input type="checkbox"/> | <input type="checkbox"/> | Verify proper torque of pole anchor bolts.  |                       |  |                          |  |
| <input type="checkbox"/>   | <input type="checkbox"/> | <input type="checkbox"/> | For galvanized poles, visually inspect and insure that pole galvanization is touched up as required and approved. |                       |  |                          |  |
| <input type="checkbox"/>   | <input type="checkbox"/> | <input type="checkbox"/> | If equipped, witness approved device (camera) lowering device installation on pole before pole installation.      |                       |  |                          |  |
| <input type="checkbox"/>   | <input type="checkbox"/> | <input type="checkbox"/> | Document all changes from the approved plans and specification to the as-built drawings.                          |                       |  |                          |  |
| <b>*Complete and Attach a Nonconformance Report for all Nonconforming items noted.</b> |                          |                          |   |                       |  |                          |  |
| <b>QUALITY INSPECTOR</b>   |                          |                          | <b>DATE</b>   |                       |  | <b>DOC CONTROL NO.</b>   |  |