

## **Format for Accredited Checker's Report** *(To be prepared by the Accredited Checker - Structural Works)*

### ***TITLE PAGE***

*(Title Page of the Report should contain the following information)*

Name of the Project:

Name of the Client:

Name and Address of the Submitting Engineer:

BEM Registration No. of the Submitting Engineer:

Approving Authority and its address (this is optional):

Name and Address of the Accredited Checker:

BEM Registration No. of the Accredited Checker:

Date of the Report:

## CONTENTS PAGE

*(The contents page should have the following information)*

### Contents

1. Introduction
2. Design Information submitted by the Submitting Engineer  
*(This section should describe all design information given by the Submitting Engineer)*
3. Scope of Work of the Accredited Checker  
*(This section should mention the key elements that are to be checked)*
4. Detailed Design Check
  - a. Site Investigation Summary/relevant data
  - b. Geotechnical design for the Foundation system
  - c. Structural Engineering Design for the Superstructure and the Substructure
    - i. Code of Practices
    - ii. Materials and its Specifications
    - iii. Design Parameters
    - iv. Vertical and Lateral Loadings
    - v. Engineering Soft wares used (if relevant)
5. Discussion and Findings on the existing design
6. Conclusion

## **APPENDICES**

*(This section should contain relevant drawings and relevant independent design check calculations of the Accredited Checker)*

### **Note:**

1. If there is an Accredited Checker for Geotechnical, then item 4(a) and (b) may not be included in the Report.
2. It is not for the Accredited Checker to endorse/stamp the drawings that have been checked. This is beyond his scope of services. He is responsible to endorse/stamp the reports that he prepared ONLY.