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- JOB DESCRIPTION
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  - WI-BE-001 □□□□□□□□□□□ □□□□□□□□ □□□□□□□ □□□□□□□ □□□□□□□□□□

JOB DESCRIPTION

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11. CCTV

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8. Elevation
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10. Drawing Revision

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A – Approved

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B – Approved with Comment

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C – Revise and Resubmit

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D – Rejected

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AFC – Approved for Construction

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1. Project
2. Drawing Number
3. Revision
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1. Scope
2. Drawing
3. Material
4. Schedule
5. Working Hours
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10. PPE
11. Hot Work
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??????????? 18 Punch List

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1. OPEN
2. IN PROGRESS
3. COMPLETE
4. VERIFIED

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1. Approved Drawing
2. Shop Drawing
3. As-built Drawing
4. Material List
5. Warranty
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10. Punch List Completed

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As-built Drawing

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6. Built-in
7. Layout

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Gate 1 – Requirement Approved

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Gate 2 – Concept Approved

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Gate 3 – Drawing / Budget Approved

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Gate 4 – Approved for Construction

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Gate 5 – Final Acceptance

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7. RACI

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Scope / BOQ	C	R	A/R	C	I
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Shop Drawing	I	C	I	A/R	I
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Variation	R	C	C	C	A
Punch List	A	R	C	R	I
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As-built	C	A/R	I	R	I

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- **R = Responsible** □□□□□□□□□□□□
- **A = Accountable** □□□□□□□□□□□□□□□□□□□□□□□
- **C = Consulted** □□□□□□□□□□□ /□□□□□□□
- **I = Informed** □□□□□□□□□□

8. ???? Revision ??????

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- REV.00 – Initial
- REV.01 – Owner Comment
- REV.02 – Revised
- REV.03 – Approved
- REV.04 – Construction Change

- AS-BUILT – Final

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1. Project / Work Request Form
2. Site Survey Form
3. Concept Approval Form
4. Drawing Approval Form
5. Contractor Quotation Comparison
6. Shop Drawing Approval Form
7. Material Approval Form
8. Change Request / Variation Order
9. Site Inspection / Punch List
10. Final Acceptance Form

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- Project Name
- Project Code
- Location
- Drawing Number
- Revision
- Date
- Prepared By
- Checked By
- Approved By

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12. Checklist ??????????????

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13. KPI ??????????????????

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Drawing Accuracy

□□□□□□□□□□□□□□□□□□□□□□

□□□□□□□□ **≤ 2%**

Revision Control

□□□□□□□□□□□□□□□□□□□□ Version

□□□□□□□ **= 0**

Pre-construction Control

□□□□□□□□□□□□□□ AFC

□□□□□□□ **= 0**

Site Measurement Error

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Variation ?????????????

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Punch List

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Project Documentation

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□□□□□□□ **≥ 95%**

As-built Completion

□□□□□□□□□□□□□ As-built

□□□□□□□ **= 100%**

14. Flow ??????????????????

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Concept Design

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Construction Drawing

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Scope + BOQ

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Shop Drawing

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PO / Contract

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Pre-Construction Meeting

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Punch List

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Final Inspection

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As-built + Warranty

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15. ???????? 7 ???

1. ????? Survey — ??????????

2. ????????? — ??????????

3. ????? Scope — ??????????????????

4. ????? Shop Drawing — ???????

5. ????? AFC — ????????????

6. ????????????? Change — ?????????????

7. ????? Final Inspection — ??????????

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Technical Coordinator □□□□□□□□□

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