

Inspection and Test Plan (ITP)

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Project / contract:	_____	Client:	_____
Supplier / vendor:	_____	Purchase order no.:	_____
ITP document no.:	_____	Revision / date:	_____
Prepared by:	_____	Approved by (client):	_____

Item No.	Activity / operation	Reference document (spec, drawing, code clause)	Acceptance criteria	Inspection / test method	Frequency / extent	Responsibility	Contractor	Vendor	TPI	Client	Verifying record	Remarks
1.0	Document review — WPS / PQR / WQT	AWS D1.1 cl.4 / ASME IX	Qualified and approved before production	Document review	100%	QA/QC Manager	R	R	R	W	Approved WPS/PQR register	
2.0	Material receipt and identification	PO, MTR, EN 10204 3.1	Heat no. traceable, certificate matches order	Visual / document check	100%	QC Inspector	H	R	W		Material receiving report	
3.0	Fit-up inspection	Approved drawing rev.	Root gap, alignment, bevel within tolerance	Visual / measurement	100% of joints	QC Inspector	H	R	W		Fit-up report	
4.0	Welding — in-process	WPS, AWS D1.1	Preheat, interpass, parameters within WPS	Visual / monitoring	Random 10%	CWI	W	R	W		In-process weld log	
5.0	Visual weld inspection	AWS D1.1 Table 6.1	No cracks, undercut within limits	VT by CWI	100%	CWI	H	R	W		VT report	
6.0	NDT (RT / UT / MT / PT)	ASME V / client NDT plan	Per acceptance code and class	RT/UT/MT/PT	Per spec %	NDT Level II	R	R	W	S	NDT reports	
7.0	Dimensional inspection	Approved drawing rev.	Dimensions within stated tolerance	Measurement	100%	QC Inspector	H	R	W		Dimensional report	
8.0	Surface preparation	SSPC-SP10 / ISO 8501-1	Sa 2.5, profile 40–75 microns	Visual / profile gauge	Each blast lot	Coating Inspector	H	R	W		Blast inspection record	
9.0	Coating application and DFT	Paint spec / manufacturer TDS	DFT per SSPC-PA2, no holidays	DFT gauge / holiday test	Per SSPC-PA2	Coating Inspector	H	R	W		DFT report	
10.0	Pressure / leak test	ASME B31.3 cl.345	Hold pressure, no leakage or permanent set	Hydro / pneumatic	100%	QC Inspector	H	R	H	W	Pressure test certificate	
11.0	Functional / factory acceptance test	FAT procedure rev.	Meets datasheet performance	FAT	100%	Project Engineer	W	R	W	W	FAT report	
12.0	Final inspection and release	ITP, punch list	All punch items cleared, NCRs closed	Visual / document	100%	QA/QC Manager	H	R	H	W	Release note / CoC	
13.0	Preservation, packing and marking	Packing spec	Protected, marked, preservation applied	Visual	100%	Warehouse / QC	W	R	W		Packing list	
14.0	Turnover documentation / MRB	MRB index	Complete, indexed, legible, traceable	Document review	100%	Document Control	R	R	R	W	Manufacturing Record Book	

Intervention code legend

H	Hold point — work may not proceed past this point until the party has attended and released it in writing.
W	Witness point — the party is notified and may attend; work may proceed if they do not attend after due notice.
S	Surveillance / monitoring — periodic unannounced verification of the activity.
R	Review of records only — no physical attendance required.