



# BUILDING INSPECTION SERVICES



## PRACTICAL COMPLETION INSPECTION - (PCI)

1 north st north pole  
Crib Point, VIC 3919

father xmas  
13/03/2026



Inspector

**Brett Maslen DBU 21283**  
Building Inspector - Builder  
**0425818955**

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## PCI - REPORT

| INSPECTION DETAILS                                                                                            | INSPECTOR DETAILS                                 |
|---------------------------------------------------------------------------------------------------------------|---------------------------------------------------|
| Inspection Address<br>Crib Point, VIC 3919<br><br>Inspection Date: 13/03/2026<br><br>Inspection Time: 9:30 am | Your inspector: Brett Maslen<br>Phone: 0425818955 |

### APPLIANCES AND VARIATIONS - CONFIRMATION OF COMPLETION

Most building contracts nominate specific appliance types, models, and model numbers. Changes (variations) to contract works are commonly agreed upon during the project.

It is essential that, prior to final payment to the Builder, the Purchasers should:

- Ensure that appliances and equipment (e.g., stoves, cooktops, heaters) are of the brand, model, and model number specified in the contract.
- Confirm that all listed variations have been carried out.

Note: The inspector has not checked for compliance or completion of these items.

### KEYS AT HANDOVER

At the time of final payment, the proprietor should:

- Confirm that the keys handed over are unique to the project and not "Builder's project key" type.
- Ask the Builder to confirm this.
- Check that all keys are provided.

Alternatively, consider engaging a locksmith to re-key all locks.

### APPLIANCES TO BE CHECKED FOR OPERATION

The inspector has not checked the operation of appliances, spa baths, smoke detectors, heating installations, or similar items.

Recommendation: At the time of occupation, ensure:

- All appliances are operational and free of leaks.
- Operating instructions have been requested from the Builder (as relevant).
- Manufacturers' guarantee/warranty certificates/information are returned and stored for future reference or passing on to future buyers.

- Smoke detectors, in particular, are tested to confirm operation immediately upon occupation.

## DEFECTS LIABILITY PERIOD

Most building contracts allow for a Defects Liability Period (sometimes referred to as a Maintenance period) of about XX number of weeks (refer to your contract for details).

Recommendation:

- Negotiate with the Builder for some Schedule One and Two items to be attended to during or at the end of the Defects Liability Period, along with any similar matters discovered during this period.
- Ensure any agreement after negotiations is in writing and signed by both parties.

## CONFIRMATION / FURTHER INFORMATION TO BE OBTAINED FROM THE BUILDER

**2.2 TERMITE AREAS** If the area is prone to termites (as endorsed on the Building Permit), the Builder should provide written evidence of termite protection having been undertaken, pursuant to the requirements of AS3660-Part 1 2000, and affix the relevant Termite Protection Notice as required by the Code.

**2.3 OPERATING INSTRUCTIONS** The Builder is recommended to provide Operating Instructions (manuals or pamphlets supplied by manufacturers) for all appliances and equipment prior to or at handover.

**2.4 CERTIFICATES** The Builder should provide the following certificates:

- Occupancy Permit (for new residences)
- Electrical Inspection Certificate
- Plumbing Inspection Certificate
- Insulation Certificate
- Gas Certificate (if applicable)
- Glazing Certificate
- Waterproofing Certificate

Please ensure all the above items are checked and relevant documentation is obtained from the Builder to ensure compliance and proper operation of all aspects of the property.



DEFECT / RECTIFY

- ⊖ 2.1.1 Entry/Hall/Passage - Entry: WALLS NOT STRAIGHT
- ⊖ 3.1.1 Bedroom(s) - Bedroom 1: Walls out of tolerance
- ⊖ 3.2.1 Bedroom(s) - Bedroom 2: door latch to top of door does not engage
- ⊖ 3.3.1 Bedroom(s) - Bedroom 3: Window architrave margins not even
- ⊖ 3.3.2 Bedroom(s) - Bedroom 3: Walls out of tolerance
- ⊖ 4.1.1 Ensuite - Ensuite: Tiling not installed to a tradesman-like standard
- ⊖ 4.1.2 Ensuite - Ensuite: Spot fixing of tiles
- ⊖ 7.1.1 Bathroom - Bathroom: Spot fixing of tiles
- ⊖ 12.2.1 Structural Components - Ceiling Insulation: Gaps/missing insulation observed
- ⊖ 13.1.1 Insulation and Ventilation - General: Gaps in insulation observed
- ⊖ 16.2.1 Exterior - Wall Structure: Missing weep holes above window
- ⊖ 18.1.1 PROPERTY SUMMARY - Conclusion Summary: SPOT FIXING OF TILES IN ENSUITE AND BATHROOM
- ⊖ 18.1.2 PROPERTY SUMMARY - Conclusion Summary: WALLS NOT STRAIGHT

# 1: INSPECTION DETAILS

|  |  | IN                                                                           | NI | NP | O |
|--|--|------------------------------------------------------------------------------|----|----|---|
|  |  | IN = Inspected    NI = Not Inspected    NP = Not Present    O = Observations |    |    |   |

## Information

**In Attendance**

Leading Building Inspector,  
Owner(s)



**Weather conditions:**

Clear sky, 20 - 25 degrees

**Other Recommended Inspection:**

Electrical Inspection, Mechanical  
Services

## 2: ENTRY/HALL/PASSAGE

|     |        | IN | NI | NP | O |
|-----|--------|----|----|----|---|
| 2.1 | Entery | X  |    |    | X |

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### Information

#### Entery: Hall/Passage General View



### Observations

2.1.1 Entery

#### WALLS NOT STRAIGHT

THE WALLS HAVE A TOLERANCE OF 5 MM IN 1.8 MTS  
WHEN MEASURED THE WALLS EXCEEDED THIS

 Defect / Rectify



3: BEDROOM(S)

|     |           | IN | NI | NP | O |
|-----|-----------|----|----|----|---|
| 3.1 | Bedroom 1 | X  |    |    | X |
| 3.2 | Bedroom 2 | X  |    |    | X |
| 3.3 | Bedroom 3 | X  |    |    | X |
| 3.4 | Bedroom 4 | X  |    |    |   |
| 3.5 | Bedroom 5 | X  |    |    |   |

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Information

Bedroom 1: Bedroom 1 General view



Bedroom 2: Bedroom 2 General View



Bedroom 3: Bedroom 3 General View



Bedroom 4: Bedroom 4 General View



Bedroom 5: Bedroom 5 General View



Observations

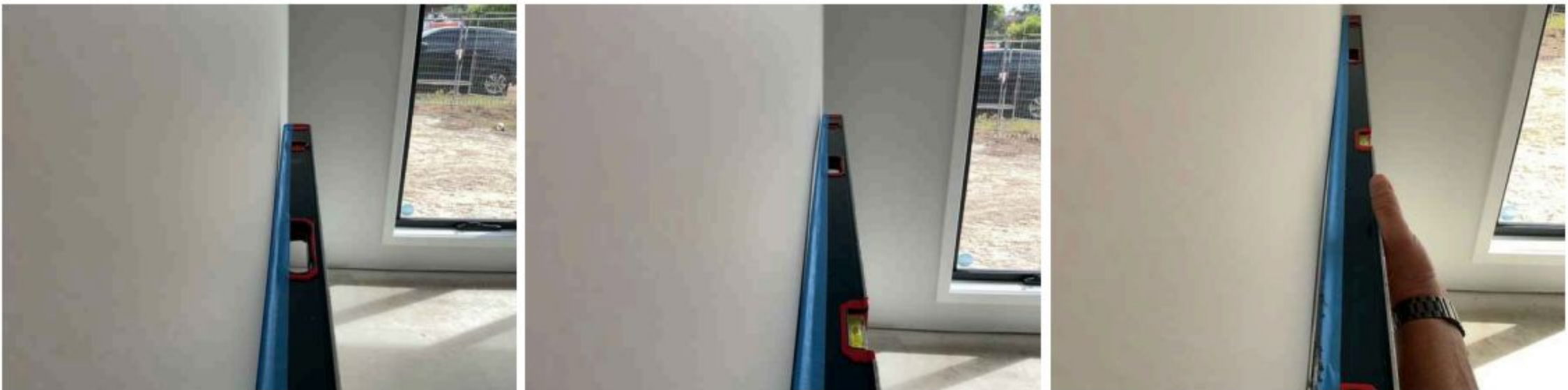
3.1.1 Bedroom 1

WALLS OUT OF TOLERANCE

AUSTRALIAN STANDARDS ALLOW FOR A 5 MM TOLERANCE IN 1.8MTS  
WALL WAS MEASURED TO EXCEED THIS

Recommendation  
Contact a qualified professional.

Defect / Rectify



3.2.1 Bedroom 2

DOOR LATCH TO TOP OF DOOR DOES NOT ENGAGE

Defect / Rectify



3.3.1 Bedroom 3

**WINDOW ARCHITRAVE MARGINS NOT EVEN**

THE MARGINS AROUND THE WINDOW FRAME ARE NOT EVEN

Recommendation

Contact a qualified professional.

 Defect / Rectify



3.3.2 Bedroom 3

**WALLS OUT OF TOLERANCE**

AUSTRALIAN STANDARDS ALLOW FOR A 5 MM TOLERANCE IN 1.8 MTS  
WHEN MEASURED THE WALL EXCEED THIS

Recommendation

Contact a qualified professional.

 Defect / Rectify



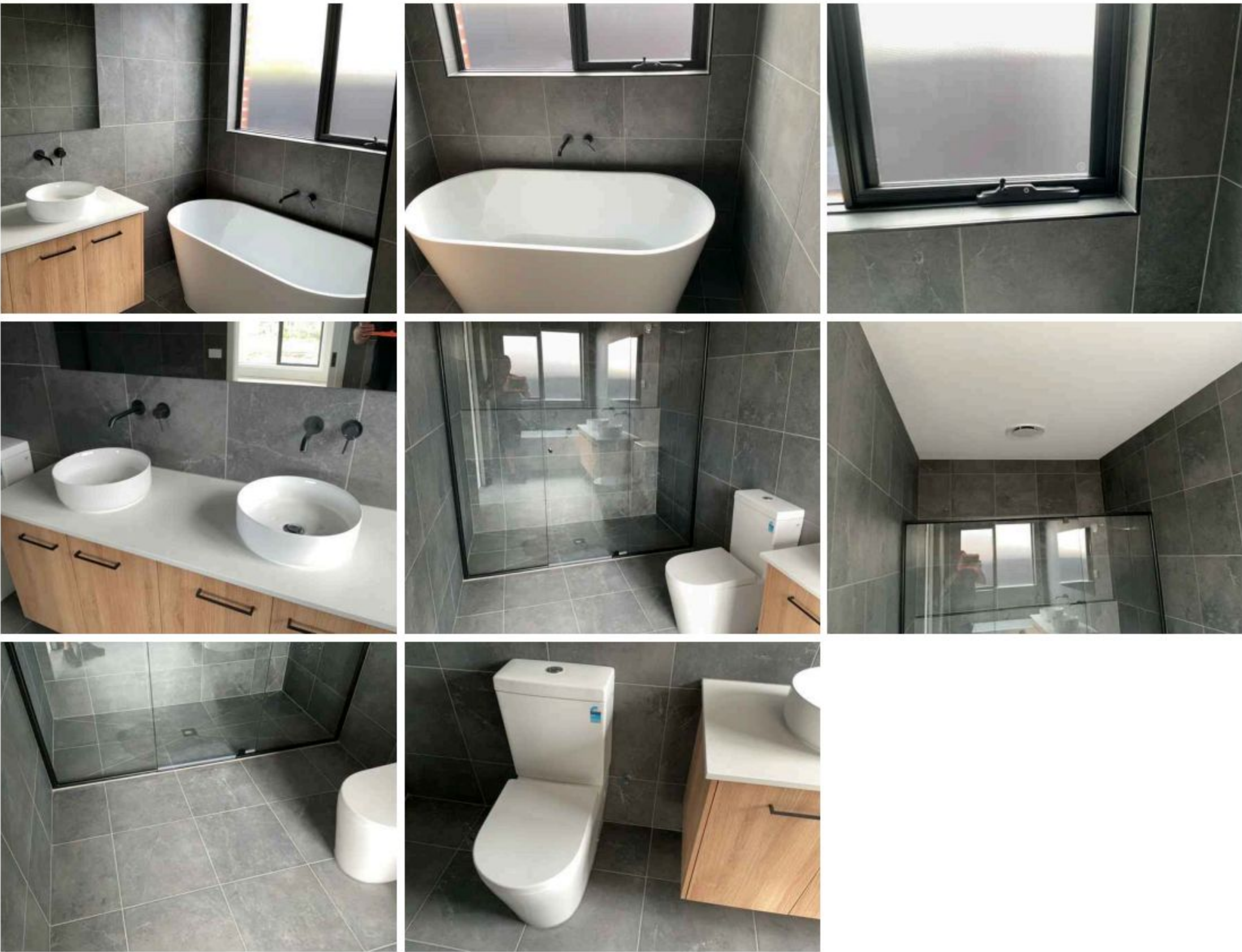
4: ENSUITE

|     |                                            | IN | NI | NP | O |
|-----|--------------------------------------------|----|----|----|---|
| 4.1 | Ensuite                                    | X  |    |    | X |
| 4.2 | Handover Inspection Observations – Ensuite | X  |    |    |   |

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Information

Ensuite: General View



Observations

4.1.1 Ensuite

**TILING NOT INSTALLED TO A TRADESMAN-LIKE STANDARD**

Requires rectifying.

Recommendation

Contact a qualified tile contractor

 Defect / Rectify

## 4.1.2 Ensuite

**SPOT FIXING OF TILES**

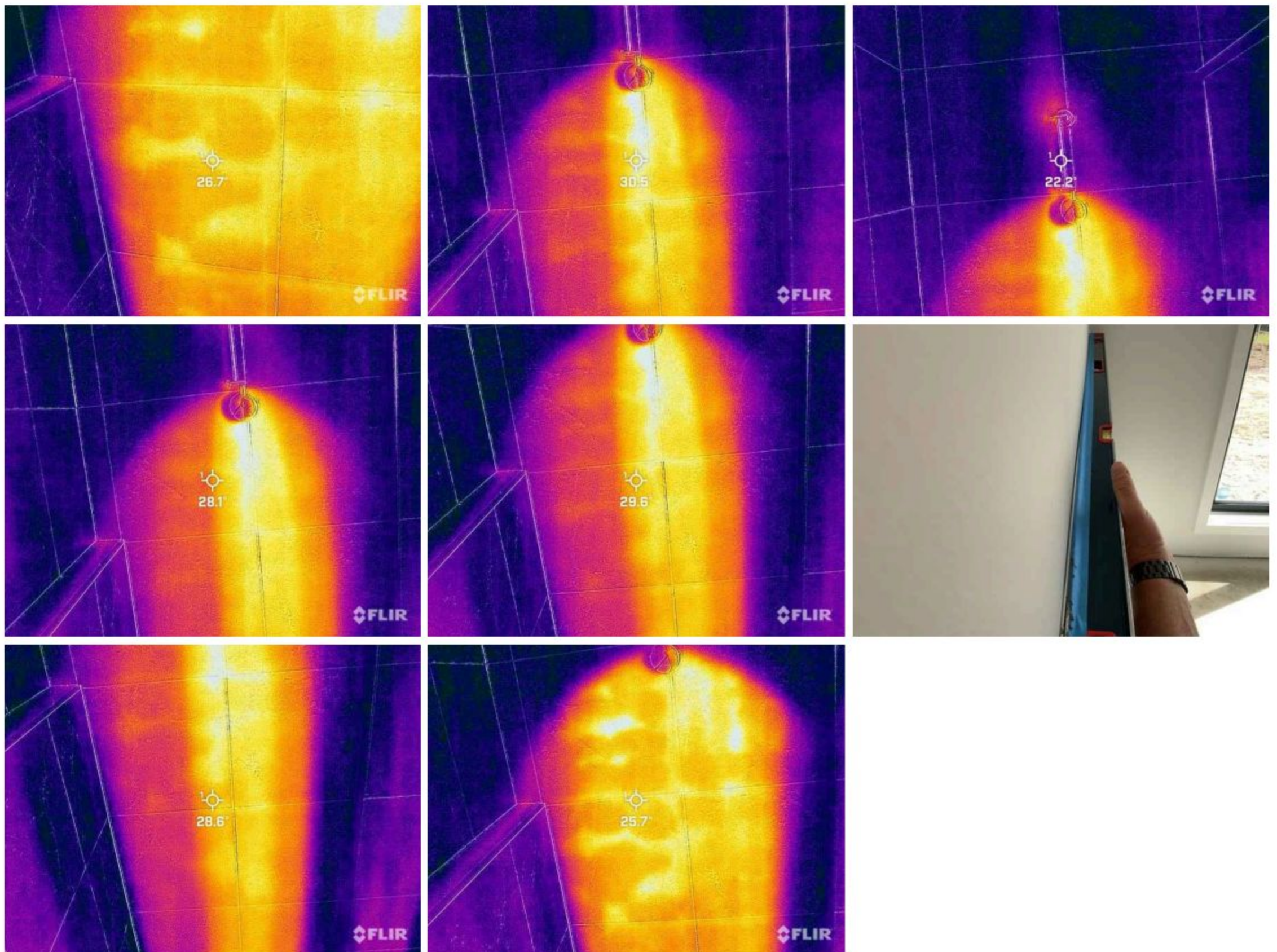
AS3958.1-2007

STATES THE MINIMUM COVERAGE TO THE BACK OF A TILE MUST BE 90% TO PREVENT WATER PENETRATION  
TILES MUST BE FULLY EMBEDDED USING A NOTCHED TROWEL

THE WALL TILES IN THE ENSUITE AS CAN BE SEEN WHEN USING A THERMAL CAMERA, ARE SPOT FIXED  
AS IT IS NOT AS PER AS3958.1, IT IS A DEFECT

Recommendation

Contact a qualified professional.



# 5: TOILET WC

|     |             | IN | NI | NP | O |
|-----|-------------|----|----|----|---|
| 5.1 | Toilet (WC) | X  |    |    |   |

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## Information

### Toilet (WC): Toilet General View



# 6: LAUNDRY

|     |         | IN | NI | NP | O |
|-----|---------|----|----|----|---|
| 6.1 | Laundry | X  |    |    |   |

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## Information

### Laundry: General View



7: BATHROOM

|     |          | IN | NI | NP | O |
|-----|----------|----|----|----|---|
| 7.1 | Bathroom | X  |    |    | X |

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Information

Bathroom: General View



Observations

7.1.1 Bathroom

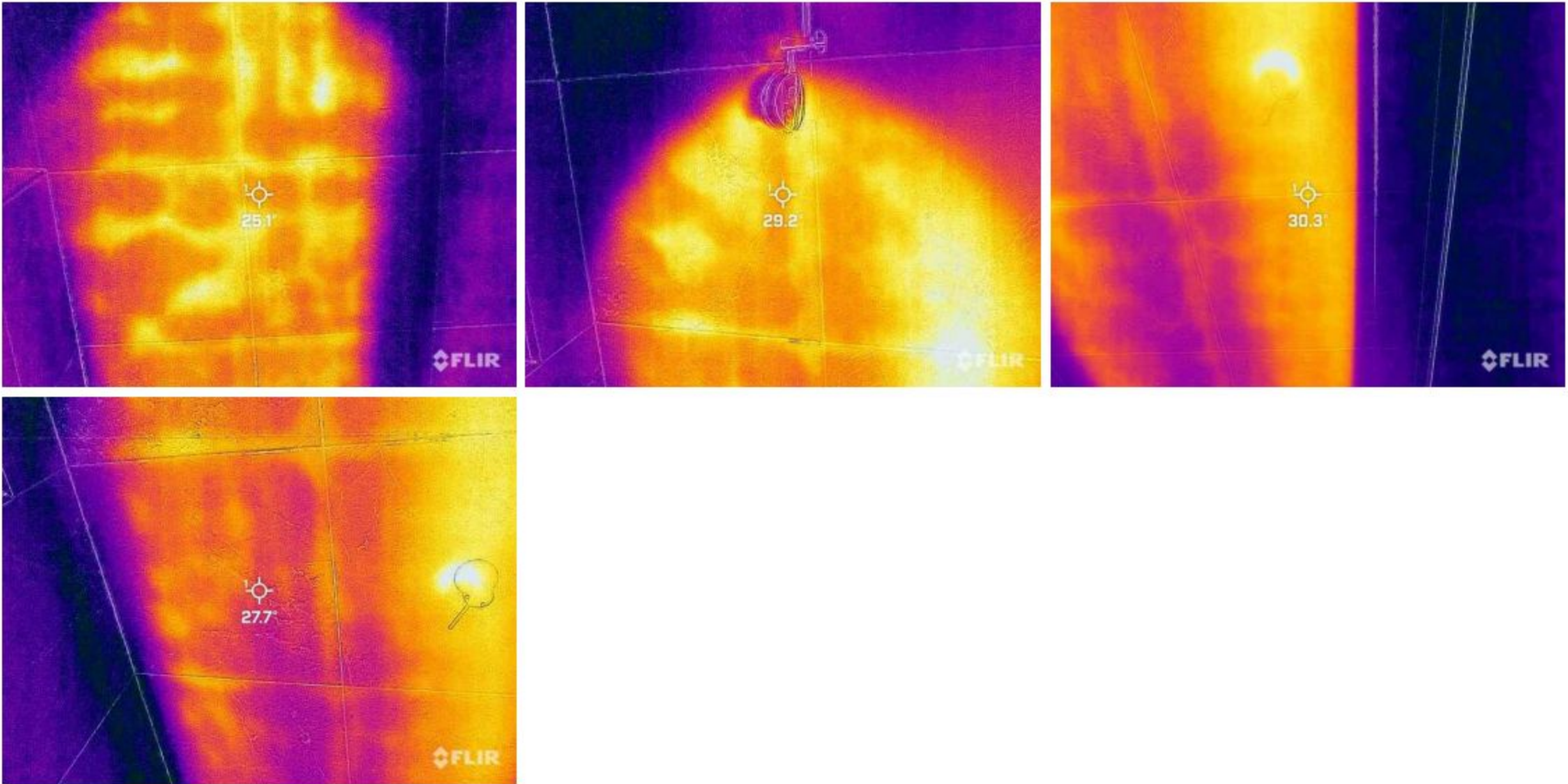
SPOT FIXING OF TILES

AS3958.1-2007 STATES TILES MUST HAVE A MINIMUM 90% COVERAGE TO PREVENT WATER PENETRATION  
TILES MUST BE EMBEDDED USING A NOTCHED TROWEL  
AS THE WORKS ARE NOT AS PER AS3958.1 THE WORKS ARE DEFECTIVE

Recommendation

Contact a qualified professional.

Defect / Rectify



8: KITCHEN

|     |                    | IN | NI | NP | O |
|-----|--------------------|----|----|----|---|
| 8.1 | Kitchen Area       | X  |    |    |   |
| 8.2 | Range/Oven/Cooktop | X  |    |    |   |

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Information

**Range/Oven/Cooktop: Exhaust Hood Type**  
External vented

**Range/Oven/Cooktop: Range/Oven Brand**  
Fisher & Paykel

**Range/Oven/Cooktop: Range/Oven Energy Source**  
Electric

Kitchen Area: Kitchen Dining Area General View



9: HALL/PASSAGE

|     |              | IN | NI | NP | O |
|-----|--------------|----|----|----|---|
| 9.1 | Hall/Passage | X  |    |    |   |

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# 10: FAMILY ROOM

|      |             | IN | NI | NP | O |
|------|-------------|----|----|----|---|
| 10.1 | Family Room | X  |    |    |   |

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## Information

### Family Room: Family Room General View



# 11: GARAGE/SHED/CARPORT

|      |                     | IN | NI | NP | O |
|------|---------------------|----|----|----|---|
| 11.1 | Garage/Shed/Carport | X  |    |    |   |

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## Information

### Garage/Shed/Carport: General View



# 12: STRUCTURAL COMPONENTS

|      |                        | IN | NI | NP | O |
|------|------------------------|----|----|----|---|
| 12.1 | Roof Structure & Attic | X  |    |    |   |
| 12.2 | Ceiling Insulation     | X  |    |    | X |
| 12.3 | Ceiling Linings        | X  |    |    |   |
| 12.4 | Wall Structure         |    | X  |    |   |

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## Information

|                                                                              |                                                                   |                                                                         |
|------------------------------------------------------------------------------|-------------------------------------------------------------------|-------------------------------------------------------------------------|
| <b>Inspection Method</b><br>Roof space was accessed                          | <b>Roof Structure &amp; Attic: Frame Material</b><br>Pine Trusses | <b>Roof Structure &amp; Attic: Type</b><br>Trussed, Hip and valley roof |
| <b>Ceiling Linings: Material</b><br>Lath key plaster ceiling<br>Plasterboard |                                                                   |                                                                         |

## Observations

12.2.1 Ceiling Insulation

**GAPS/MISSING INSULATION OBSERVED**

Rectification work is required to fit and fill gaps for optimum energy efficiency.

Recommendation

Contact a qualified insulation contractor.

Defect / Rectify

# 13: INSULATION AND VENTILATION

|      |                         | IN | NI | NP | O |
|------|-------------------------|----|----|----|---|
| 13.1 | General                 | X  |    |    | X |
| 13.2 | Vapor Barrier Retarders |    | X  |    |   |
| 13.3 | Wall Insulation         |    | X  |    |   |
| 13.4 | Ventilation             | X  |    |    |   |
| 13.5 | Exhaust Systems         | X  |    |    |   |

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## Information

|                                                         |                                                                       |                                                  |
|---------------------------------------------------------|-----------------------------------------------------------------------|--------------------------------------------------|
| <b>General: Flooring Insulation</b><br>Batt, Fiberglass | <b>Ventilation: Roof Ventilation</b><br><b>Type</b><br>None installed | <b>Exhaust Systems: Exhaust Fans</b><br>Fan Only |
|---------------------------------------------------------|-----------------------------------------------------------------------|--------------------------------------------------|

## Observations

13.1.1 General

**GAPS IN INSULATION OBSERVED**

Requires rectifying.

Recommendation

Contact a qualified professional.

 Defect / Rectify



# 14: ELECTRICAL

|      |                                | IN | NI | NP | O |
|------|--------------------------------|----|----|----|---|
| 14.1 | Connected Devices and Fixtures | X  |    |    |   |
| 14.2 | Residual Current Device (RCD)  | X  |    |    |   |
| 14.3 | Smoke Detectors                | X  |    |    |   |

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## Information

### Residual Current Device (RCD): RCDs Installed

RCD is an acronym for Residual Current Device. They can sometimes be called ELCBs (Earth Leakage Circuit Breakers) or Safety Switches.

The RCD monitors the flow of electricity through the circuit to which it is attached. Should the RCD detect any abnormalities associated with the delivery of an electric shock or fatal electrocution, the unit will immediately shut off power to the circuit to minimise injury.

An RCD is a life-saving device, but it does not eliminate the risk of electric shock. It must be tested regularly to ensure it meets safety standards.

If you would like more information on the RCDs, please consult your licensed electrician.

### Smoke Detectors: Smoke alarms Installed

Smoke Detectors Information

Legislative Requirements:  
Under Australian legislation, all residential dwellings are required to be fitted with domestic smoke alarms. In certain circumstances, these smoke alarms must also be interconnected.

Homes constructed from 1 January 1995 onwards must be equipped with hard-wired smoke alarms with a battery backup. Penalties may apply for failure to comply with these legal requirements.

# 15: AIR CONDITIONING

|      |                     | IN | NI | NP | O |
|------|---------------------|----|----|----|---|
| 15.1 | General             | X  |    |    |   |
| 15.2 | Distribution System | X  |    |    |   |

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## Information

**General: Type**  
Split System Air Conditioner

**Distribution System:**  
**Configuration**  
Split

16: EXTERIOR

|      |                               | IN | NI | NP | O |
|------|-------------------------------|----|----|----|---|
| 16.1 | Eaves, Soffits & Fascia/Barge | X  |    |    |   |
| 16.2 | Wall Structure                | X  |    |    | X |
| 16.3 | Siding, Flashing & Trim       | X  |    |    |   |
| 16.4 | Exterior Doors                | X  |    |    |   |
| 16.5 | Slab edge                     | X  |    |    |   |

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Information

General View

Visual

Wall Structure: Material

Brick veneer walls

Siding, Flashing & Trim: Siding Material

Brick Veneer

Siding, Flashing & Trim: Siding Style

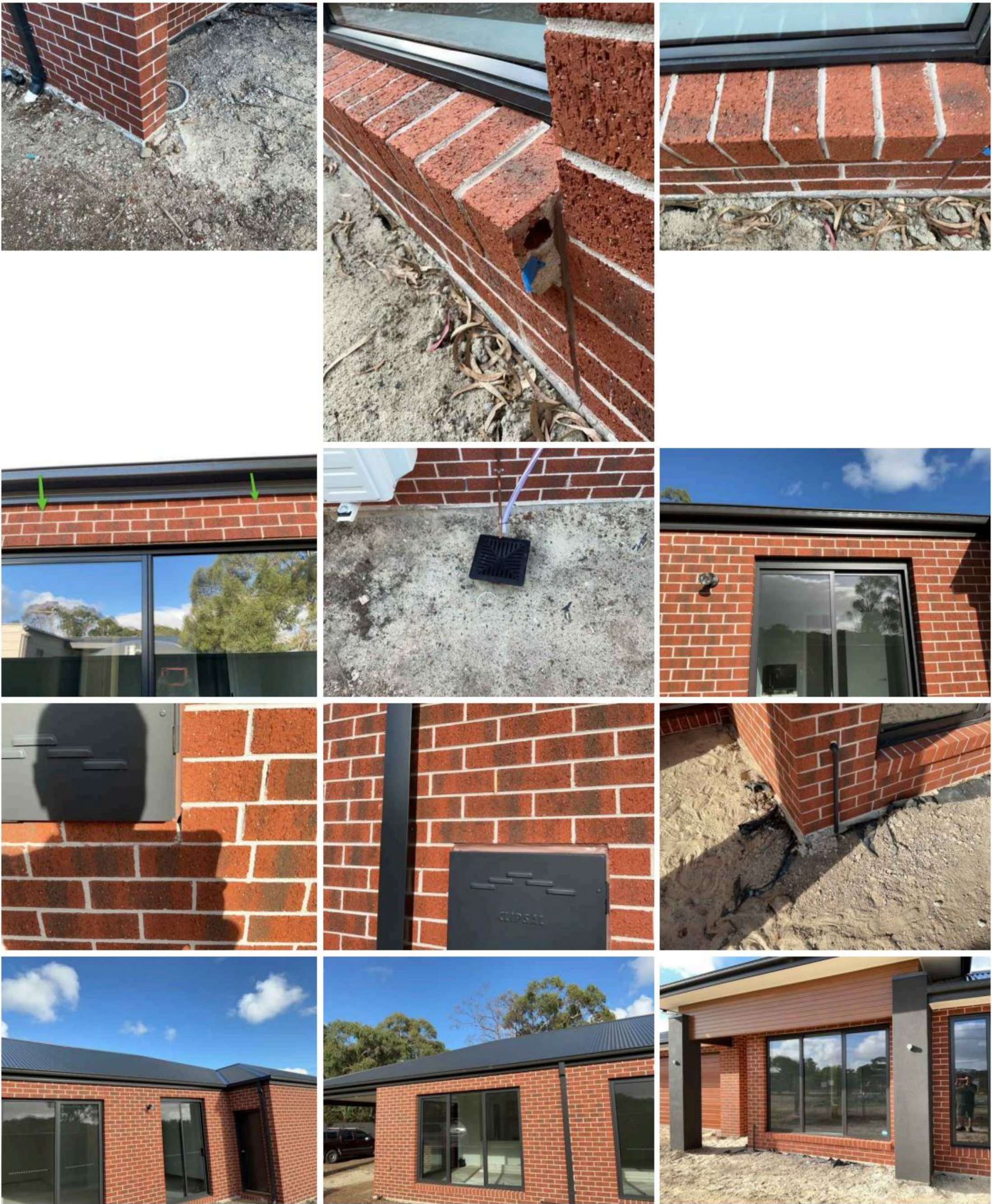
Tongue and Groove

Exterior Doors: Exterior Entry Door

Timber

Slab edge: Slab-edge General View

Exterior General View



Observations

16.2.1 Wall Structure

**MISSING WEEP HOLES ABOVE WINDOW**

 Defect / Rectify

AS PER NCC CODE 5.7.5 WEEP HOLES ARE DEFECTIVE IF THEY ARE NOT AT 1.2 m CENTRES

When measured, this window exceeded the allowable amount.

Recommendation

Contact a qualified professional.



# 17: ROOFING

|      |                                 | IN | NI | NP | O |
|------|---------------------------------|----|----|----|---|
| 17.1 | General                         | X  |    |    |   |
| 17.2 | Roof Coverings                  | X  |    |    |   |
| 17.3 | Roof Drainage Systems (gutters) | X  |    |    |   |
| 17.4 | Flashings                       | X  |    |    |   |

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## Information

**General: Inspection Method**  
Ground

**General: Roof Frame Type/Style**  
Pine Truss

**Roof Coverings: Material**  
Colorbond steel

**Roof Drainage Systems (gutters): Gutter Material**  
Colorbond steel

**Flashings: Material**  
Colorbond steel

18: PROPERTY SUMMARY

|      |                    | IN | NI | NP | O |
|------|--------------------|----|----|----|---|
| 18.1 | Conclusion Summary | X  |    |    | X |

IN = InspectedNI = Not InspectedNP = Not PresentO = Observations

Information

**Conclusion Summary: Areas Inspected:**  
Inspection limited to building only

**Conclusion Summary: Areas Not Inspected:**  
Nill; Reasonable access was gained to all areas.

**Conclusion Summary: Areas of Limited Inspection**  
Nill; Reasonable access was gained to all/other areas.

**Conclusion Summary: Areas To Gain Access:**  
Nill; Reasonable access was gained as needed.

**Conclusion Summary: Electrical Summary:**  
any issues identified in the body of the report must be rectified by the electrician that wired up this home.

**Conclusion Summary: Plumbing Summary:**  
Whilst we are not plumbers; it's always recommended that a licensed plumber be engaged to undertake a full assessment of the plumbing and drainage system.

**Conclusion Summary: Structural Summary:**  
Structural defects were noted at the time of inspection

**Conclusion Summary: Sub Floor Ventilation:**  
Not applicable with this type of construction.

**Conclusion Summary: CONCLUSION SUMMARY: Numerous defects requiring rectification.**  
A number of defects have been identified and require rectification. Please forward this report to the builder for review and appropriate action.

**Conclusion Summary: Site Drainage:**  
The drainage system is incomplete as still under construction at the time of this inspection

**Recommendation:** Refer to the attached CSIRO information sheet for further advice on site drainage, soil reactivity and foundation maintenance.  
[https://research.csiro.au/infratech/wp-content/uploads/sites/38/2024/12/2979\\_FoundationMaintenanceandFootingPerformance\\_WCAG.pdf](https://research.csiro.au/infratech/wp-content/uploads/sites/38/2024/12/2979_FoundationMaintenanceandFootingPerformance_WCAG.pdf)

Observations

18.1.1 Conclusion Summary

**SPOT FIXING OF TILES IN ENSUITE AND BATHROOM**

WORKS NOT AS PER AS3958.1



18.1.2 Conclusion Summary



**WALLS NOT STRAIGHT**

THE GUIDE TO STANDARDS AND TOLERANCES 9.02 STATES WALLS ARE DEFECTIVE IF THEY DEVIATE FROM PLANE [BOW ] BY MORE THAN 5 MM OVER A 1.8 MTS STRAIGHT EDGE