



DTL-QA-PRO-0002

Inspection & Test Plan (ITP) Procedure

DTL Quality Management System

Doc No: DTL-QA-PRO-0002 **Version:** 1.0 — Apr 2026 **Review:** Apr 2027
Owner: Annelize Van Tonder (Cost Controller)

Purpose: Describes how inspection and test points are planned, witnessed and recorded so work is verified against requirements before it proceeds or is handed over.

1 · Purpose & Scope

Describes how inspection and test points are planned, witnessed and recorded so work is verified against requirements before it proceeds or is handed over.

2 · Process

1. develop an ITP for the work, listing each inspection/test point;
2. define hold points (work stops until released) and witness points;
3. inspect or test at each point against the acceptance criteria;
4. record results and sign off each point;
5. release the work only when each point conforms; raise an NCR if it does not.

3 · Responsibilities

- **Directors** — endorse and provide oversight.
- **Cost Controller / Management** — apply and maintain the records.
- **Workers & contractors** — follow and report non-conformances.

4 · References

- DTL-QA-PRO-0001 Non-Conformance & Corrective Action
- DTL-HDPE-TEM-0002 Daily Weld Register

Approval

Approved for issue

Tyson Knight — Director
27 May 2026

1.0 · Apr 2026 · Initial issue (new document) · A. Van Tonder